

Outcomes Report on Maternal and Child Health Grant

Carolina Pregnancy Care Fellowship

Contract number 33455

Prepared by Bobbie Meyer, State Director

Background

Carolina Pregnancy Care Fellowship (CPCF) is a non-profit organization that provides services to 77 pregnancy resource centers (PRCs) in North Carolina, 26 of which applied to us for participation in the Maternal & Infant Health grant as subcontractors. CPCF'S mission is equipping these separately funded non-profit agencies, providing operational support, and facilitating networking among these agencies. As the contractor for this grant, we have worked with each subcontracting pregnancy resource center to ensure they developed grant budgets that were feasible, program planning & tracking that would yield stated outcomes, and monitored their reports as well as an onsite visit to each center.

This report covers the twelve month active grant cycle, June 1, 2016 – May 31, 2017.

I. Specific CPCF Services (as stated in the contract Performance Requirements section)

A. Providing training in best practices, client services, and non-profit management to the statewide network of pregnancy resource centers

1. Best Practices Training

On 3/21 in Apex and again in Winston Salem on 3/23 in Winston Salem, we held day-long workshops on Best Practices in pregnancy resource centers. The presenter was Jeanne Maxon, previous General Counsel for Care Net, one of the national affiliate organizations for pregnancy resource centers, and author of *Legal Solutions*. She presented material on employment law and HR issue, tort law related to client interactions, and reporting issues on sexual abuse and child abuse issues. This workshop was required of all grant recipients. Other centers were encouraged to attend.

- 66 people attended representing 36 pregnancy resource centers
- Pre and post surveys were administered and indicated an improvement in understanding material and the plan to implement improvements as a result of the training.

2. Regional One-Day Workshops

- Four Regional Workshops were held in areas geographically spaced from east to west to allow attendees to drive no more than 2 hours each way.
- The topic was **Drug Use in Pregnancy** designed to educate staff and client services volunteer staff on understanding the types of drug abuse, the pervasiveness of the problem, recognizing symptoms of drug use, effects of mother and unborn baby, and treatment programs in NC to assist.
- The presenter was Judith Johnson-Hostler, coordinator of the Perinatal Substance Use Project with the NC Alcohol Drug Counsel and Consultant for the NC Health & Human Services Women's Health Branch.

- Always, one of the highlights of the Regional Workshop day is the sharing of ideas and relationship building among the leadership in various pregnancy resource centers represented.
- 3/31/17 Greenville 31 attending from 8 agencies
- 4/7/17 Apex (Raleigh area) 32 attending from 5 agencies
- 4/28/17 Statesville 18 attending from 7 agencies
- 5/12/17 Asheville 18 attendees from 7 agencies

3. Annual Conference October 28-30, 2016 in Black Mountain NC

- 117 participants representing 33 pregnancy resource centers gathered for a time of learning and networking.
- The theme *M2M, Ministry to Millennials*, provided a range of learning experiences from communicating effectively with teens to envisioning centers to establish STI testing and develop mobile unit outreach.
- The keynotes were Pam Stenzel and Karolyn Schrage. As the former pregnancy center director, Pam now speaks to teen nationally and is the developer of the curriculum *Building Healthy Relationships*. Karolyn is the executive director of Life Choices Health Network in Joplin, MO.
- We are appreciative of grant support has enabled is to keep costs in a reasonable range so that even pregnancy centers with low to medium budgets can attend.

B. Salaries While the PT Assistant to the Director position was established in January 2016, Blake Honeycutt was needed to return as interim director to the pregnancy center in Greenville, NC where she had previously served. After fulfilling that role, she returned to CPCF in January 2017 to begin her role in assisting the State Director in providing training, phone and email consultations as well as conducting onsite visits in Eastern NC

C. Staff Development

Heartbeat International Conference Bobbie attended the Heartbeat conference in Chicago 4/17 – 21/2017. A large international gathering of over 1100 attendees, the conference is always a learning, updating information experience of general keynote sessions and workshops to enable us to better serve the individual pregnancy centers in North Carolina. Of special note were the half day Executive Roundtable with pregnancy centers leaders with \$300,000 + budgets from across the US and a workshop of adding STI services to pregnancy center services.

D. Advertising and Websites

We have concentrated our efforts this year in social media advertising to build awareness of CPCF and of its member agencies. The challenge as a statewide agency has always been building an identity outside our member agencies without a large advertising budget. Utilizing the expertise of Buzzadelic, a marketing agency in Greenville NC which develops innovative solutions to increase awareness of a business in the digital marketplace, the decision was to concentrate effort on Facebook through developing and boosting new material. Development of video interviews, infographics as well as capturing content from other sources provided exposure for CPCF. Those who were introduced to CPCF and the work of its pregnancy resource centers through Facebook and our website are more likely to refer potential clients needing services to a local pregnancy center. Currently we have over 1900 followers.

E. Technical Assistance to Pregnancy Resource Centers

Technical assistance in areas of best practices, client services and non-profit management is an on-going part of CPCF's work with the pregnancy resource centers.

- Phone consultations with directors =535
- Emails – 4,398
- Number of centers receiving technical assistance or training of some type: 65

D. Schedule of Trainings & Onsite Visits to pregnancy resource centers:

Red indicates an agency not receiving grant funding as a subcontractor.

All events conducted by Bobbie Meyer, State Director, unless otherwise noted.

Trainings (individual pregnancy centers)

- 9/15-17 Volunteer Training class at Onslow Pregnancy Resource Center, Jacksonville
- 11/17-19 Volunteer Training class at Pregnancy Support Center, Salisbury
- 11/21 Training for new director in Brevard
- 11/22 Training with director of a developing pregnancy center in **Waynesville**
- 2/17-18 Board training for **Legacy Center, Mt Airy**

Workshops Held in Hosting Centers with Other Centers Attending

Subject: Improving Access to Early Prenatal Care

Date	Location	Center Locations Participating	# Attendees
8/31	Statesville	Statesville, Mocksville, Taylorsville, Mooresville	22
10/11	Franklin	Franklin, Cullowhee, Waynesville	10
10/12	Asheville	Asheville, Marion, Brevard	14
11/3	Greenville	Greenville	6
11/4	Morehead City	Morehead City, Havelock	10
12/2	Sanford	Sanford	6
1/20	Wilkesboro	Wilkesboro, Elkin, Jefferson	10
2/22	Denver	Denver, Lincolnton, Gastonia	7
5/11	Gastonia	Gastonia	16

In addition to a power point facilitated training by Karen Porter, RN, RDMS, each center received a supply of prenatal vitamins to distribute to clients. They were encouraged to begin/continue giving an initial supply to positive pregnancy test clients in advance of their first prenatal care appointment. Medicaid application procedures and sample applications were distributed.

The Scope of Work, and our own planning, indicated 10 training sessions. While 2 of the trainings included only personnel from that one center, the others all included multiple centers –thus reaching more agencies than originally planned.

Updating Skills Training for Nurse Sonographers

Despite our best planning and efforts marketing the training opportunity and the greatly reduced cost to them because of support from the Maternal Health grant, we were unable to schedule and carry out any of these trainings. We had successfully held one in May 2016 and thought interest was there to project additional ones during this grant period.

Evaluation:

- Many centers utilize the services of a sonographer who is also employed elsewhere, a private physician's office or hospital, and is able to obtain refresher training through their other job.
- Nurse sonographers may sometimes be unaware that updating every 2 years is recommended standard practice.
- Despite grant support, the cost of this training was still seen as expensive for some of the pregnancy centers. They are more prepared for initial training costs, not updating.

Onsite Visits

- June 21 Pee Dee Pregnancy Resource Center (Rockingham)
- July 5 Greensboro Pregnancy Care Center
- July 11 Your Choices Asheboro
Pregnancy Support Services (Chapel Hill)
and group from new start up pregnancy center in Raeford
- July 12 Agape Pregnancy Services of Harnett (Dunn)
- Reach Out Crisis Pregnancy Center (Sanford)
- July 18 Crisis Pregnancy Center of Lincoln Co. (Lincolnton)
- August 2 LifeLine Pregnancy Help Center (Elkin) and
- Alleghany Pregnancy Care Center (Sparta)
- August 3 The Legacy Center of Mt Airy
Rockingham Pregnancy Care Center (Eden)
- August 11 Davie Pregnancy Care Center (Mocksville)
- September 14 Wilson Pregnancy Center
- September 28 Pee Dee Pregnancy Resource Center, Rockingham
- October 13 Center for Women, Brevard
- November 3 Carolina Pregnancy Center, Greenville
- November 4 Coastal Pregnancy Care Center, Morehead City
- November 21 Center for Women, Brevard
- November 21 Mountain Area Pregnancy Services, Asheville
- December 2 Reach Out Pregnancy Center, Sanford
- December 15 Cabarrus Women's Center, Concord
- December 20 Open Arms Pregnancy Center, Hendersonville
- January 6 Caring Hearts Pregnancy Center, Taylorsville
Wilkes Pregnancy Care Center, Wilkesboro
- January 19 Compassion Care Center, Yadkinville
- February 15 Eastern Pregnancy Information Center, Kinston (visited by Blake)
- February 21 Pregnancy Resource Center, Shelby
- February 21 Hands of Hope, Forest City

- February 22 Wayne Pregnancy Care Center, Goldsboro (visited by Blake)
- February 28 GATE Pregnancy Resource Center, Harrisburg
- March 1 Your Choice Pregnancy Clinic, Raleigh
- March 2 Birth Choice, Raleigh
- In His Hands Pregnancy Support Center, Smithfield
- March 17 Roanoke Rapids Pregnancy Support Center (visited by Blake)
- March 20 Gateway, Raleigh
- March 30 Your Choice, Rocky Mount
- I Choose Pregnancy Support Services, Knightdale
- April 6 Life Care Pregnancy Center, Carthage
- April 17 Pregnancy Care Center of Ahoskie, Ahoskie (visited by Blake)
- April 27 Life Line Pregnancy Center, Wilmington (visited by Blake)
- May 11 Crisis Pregnancy Center of Gaston, Gastonia

Standard Points of Inspection and Discussion

- Has budgeted equipment been purchased and in use?
- If educational materials were purchased, how do they fit into the existing prenatal and parenting programs?
- Does the primary program manager in the organization understand processes for spending and reporting?

The consultation time with the executive director which follows is individualized to the needs of the organization. Examples are personnel issues, fundraising challenges, new program development, etc.

E. Staff Time spent on the Contract 6/1/16 -5/15/17

	<i>Grant hours</i>	<i>total hours</i>	<i>%</i>
Bobbie Meyer, Contract Manager	998	1,618	61.7%
Joanie Page, Administrative Assistant	434	878	49%
Blake Honeycutt, Asst. to State Dir.			
Time off granted July – Sept.,2016	111	153	73%
& Dec.- Jan. 2017			

Detailed bi-monthly logs are available for inspection if needed.

II. Positive Effects of the Grant on the Pregnancy Resource Centers (Subcontractors)

In preparation for the grant, CPCF announced to all the NC pregnancy resource centers the opportunity to apply. Those Intent to Apply Forms became the basis for determining the maximum amount each center could potentially budget.

Dividing up the subcontractor portion of the grant by eligible centers allowed each center to submit a budget up to \$7,165. We received forms from 27 centers. Subcontractors were to complete an application detailing their use of funds, the rationale for each expenditure and the expected outcomes.

Our prc's are an important part of the community team serving pregnant women and their newborns. With all services free to clients, the education on pregnancy-related decisions, prenatal and parenting education, and the opportunity to earn points toward baby equipment, clothing and supplies have an unmistakable appeal to low income women especially.

Grant funding has enabled many prc's to have the supplies and improved service delivery tools to serve an important segment of the population that is often underserved.

A. Categories of grant spending:

- Many PRCs purchased tangible items such as updated computer equipment and educational programs which will continue to improve their service to the women who will be helped for future months, even years. While there is no way to document that future effect, we believe this grant has been of great value.
- Others focused on community awareness efforts to help potential clients in need of services find them.
- Grant funds purchased baby equipment and supplies – so needed by most of the clients, the majority of whom are Medicaid eligible. Participation in prenatal and parenting education programs provides a way for them to “earn” needed baby items while they are preparing for a healthy birth and early parenting challenges.

B. Activities, Outputs, and Outcomes in Funded Pregnancy Resource Centers
(Organized by budget line item)

Each PRC submitted a detailed outcomes reports to the Program Director. These are available if needed.

Reporting Period was July 1 – May 1

PRC Location	Total # clients served 2016	# Pregnancy tests in 2016	total # client visits in 2016	# ultrasounds	# Clients Served in Educational Program during grant period	# Sessions (may be individual or group) in grant period
Asheville	332	262	622	271	484	484 indiv.
Brevard	51	26	588	22	30	30 group
Burnsville	99	40	644	31	95	314 indiv & grp
Carthage	118	52	1,220	31	156	808 indiv
Clayton	105	88	731	23	57	698 indiv
Denver	133	46	443	n/a	131	890 indiv
Elkin	68	50	653	26	54	406 indiv & grp
Forest City	84	3	302	2	76	265 indiv
Franklin	301	222	1,320	374	197	360 indiv
Fuquay Varina	456	197	1,259	137	91	91 indiv
Gastonia	884	593	2,645	348	2,502	n/a
Greenville	335	352	930	183	401	892 grp
Harrisburg	136	32	862	n/a	107	44 grp

Hendersonville	215	32	1,340	n/a	108	12 grp
Jacksonville	300	274	695	n/a	279	604 indiv
Morehead City	199	73	676	n/a	159	478 indiv
Raleigh	840	830	1,159	936	no educational	programs
Salisbury	277	225	694	119	20	80 groip
Shelby	94	42	561	23	124	451indiv
Smithfield	227	68	1,393	35	126	1,013 indiv
Sparta	23	12	216	n/a	25	170 indiv
Statesville	491	341	1,725	n/a	224	942 individ
Taylorsville	62	16	483	n/a	55	512 indiv
Washington	198	70	659	29	412	633 indiv
Wilkesboro	196	223	1,266	23	17	37 indiv
Wilmington	671	625	1,353	528	298	45 grp
Yadkinville	300	236	634	310	28	222 indiv
Total grant recipient prc's	7,195	5,030	25,073	3,451	6,256	10,107

Summary

- Of the total clients being served by a prc, a strong majority of the clients are pregnant and become involved in the prenatal & parenting educational program. Many attend multiple individual or group classes and earn points toward baby equipment and supplies.
- Since many of the clients are single, financially stressed, and parenting other children, the opportunity to be mentored, learn how to have a healthy pregnancy, and at the same time “earn” material support incentives meet a number of needs simultaneously.
- Accurate information can often replace unhealthy generational family patterns on such topics as healthy eating during pregnancy, the importance of early prenatal care, caring for a newborn (including not co-sleeping etc.)

Collaborative Relationships with other Agencies

The agencies were asked to report the referral sources and those agencies they refer clients to for services. A wide variety of agencies were noted. Relationships with county Health Departments and Social Services were of particular interest to us.

Agency	Referred clients to the PRC	Clients were Referred to agency
County Health Department	615 times	830
County Dept. Social Services	296 times	779

Expenditures by Subcontracting Pregnancy Centers

The challenge presenting the expenditures areas and the resulting positive effect on client services in each of the 27 subcontracting pregnancy centers is daunting. Each pregnancy center submits a detailed report to CPCF in May. Samples of this are available at the contractor onsite meeting.

Supplies and Materials

Free Preparation for a Healthy Pregnancy and Early Parenting Result in Free Baby Equipment and Supplies.

EARN WHILE YOU LEARN

Almost all of the NC pregnancy resource centers have some type of prenatal and early parenting educational programs to help their pregnant clients make healthier lifestyle choices, learn about childbirth, and gain knowledge about infant care and early parenting.

The majority of PRCs use an extensive DVD based curriculum called *Earn While You Learn*. Available as individual modules, centers purchased updated modules or expanded their offerings into areas such as materials in Spanish, appropriate disciplining, anger management, car seat safety, fetal alcohol syndrome, ways to soothe a crying baby, child abuse & neglect, etc.

Classes may be offered in a group setting, but typically they are individualized and include discussion with a mentor/client advocate who is a volunteer. Because of scheduling/transportation issues for many of our clients, the individualized approach is quite effective. Earn While You Learn curriculum is at an educational level that matches most of the clients and is easy to facilitate by a trained volunteer in a mentoring approach.

A sample lesson is included in the Appendix.

Additionally, in the **Supplies & Materials** budget line, office supplies were purchased to enable effective service to clients as well as volunteer training manuals. Volunteers are a significant part of service delivery. Educational program material is either Earn While You Learn modules or Injoy DVD curriculum.

PRC Location	Supplies	Comment
Asheville	Office supplies for client communication & documentation; educational literature on STIs, adverse pregnancy diagnoses, etc. and medical supplies for ultrasound clinics	Almost all centers use a pre & post test approach to documenting learning. One center for instance saw an average of 47% increased in knowledge after completing individual EWYL modules.
Brevard	Pregnancy tests & asst. office supplies	
Burnsville	Client curriculum- mens' program and workbooks, modules in Spanish in Earn While You Learn; asst office supplies	
Carthage	Medical supplies and office supplies	
Clayton	Expansion of prenatal and parenting curriculum, medical supplies	
Denver	Updating client data collection system, extensive additions to Earn WYL library (esp. in Spanish), office supplies	
Elkin	Replenished brochure supply for childbirth, pregnancy & parenting classes. DVDs in Spanish. Prenatal vitamins to give to clients.	
Forest City	Office supplies, Expansion of prenatal and parenting curriculum Fatherhood materials	
Franklin	Medical supplies, Injoy curriculum for breastfeed class	
Fuquay Varina	Office supplies, volunteer training manuals	
Gastonia	Baby supplies, educational brochures, pregnancy tests	
Greenville	medical supplies, prenatal vitamins, pregnancy tests, Educational DVD's for clients	Prenatal vitamins for this & other prc's are to enable early start for mothers needing to wait weeks for prenatal appointments.

Harrisburg	Additional curriculum, office supplies, pregnancy tests	
Hendersonville	Office supplies	
Jacksonville	Office supplies, pregnancy tests, client data software renewal	
Morehead City	Pregnancy tests and STI testing materials, office supplies	
Raleigh	Pregnancy tests & ultrasound supplies	
Salisbury	Pregnancy tests, Injoy curriculum for classes	
Shelby	Office supplies, Earn WYL curriculum modules	
Smithfield	Expanded curriculum (additional modules, particularly in Spanish) and office supplies	
Sparta	Expanded curriculum (particularly in Spanish), office supplies	
Statesville	Expanded curriculum & office supplies	
Taylorsville	Expanded curriculum, fetal models, office supplies	
Washington	Volunteer training materials, fetal models, Expanded curriculum	
Wilkesboro	Expanded curriculum, office supplies	
Wilmington	Medical supplies, educational curriculum	
Yadkinville	Office supplies	

Some client comments on the value of the prenatal/parenting program in the pregnancy resource center where they have been involved:

- “Watching these videos helped me so much because it was a lot of new information that I did not know. I learned a lot of stuff about pregnancy and caring for newborns. I earned points every time to get things for my baby. Without these classes and items I wouldn’t know what to do.”
- Without the center Jensen would be sleeping on the bed with me which is not a good idea because of SIDS. They go over and beyond to help and supply baby with all his needs.”
- From a director: Ashley was a first time mom who was only 19. She was unsure of this whole “baby thing.” She joined our prenatal class and spent the next 12 weeks with other first-time moms. Ashley’s favorite class was “The happiest baby on the Block” where she learned to swaddle her baby and calm his crying. She later shared that the nurses at the hospital didn’t believe she was a first-time mom because she was so competent at calming her baby.

As one center's director stated it in reflecting on the program:

"In working with the clients we anticipate they will develop better parenting skills for raising their child, learn how to recognize and address issues that need attention, and make healthier lifestyle choices for themselves. Ultimately, we anticipate healthier children and families as well as a reduced rate of unplanned pregnancies.

Evaluation of these outcomes are measured by PRC staff via class attendance/participation, exit interviews, client self-assessment (pre and post), periodic follow-up with clients and county health department statistics."

Office Furniture

PRC Location	Supplies	Comments
Asheville	File cabinet	
Brevard	deskchair	
Denver	Display table for baby clothing & supplies	
Harrisburg	Clothing racks for the baby supplies and clothing room.	
Salisbury	Filing cabinets	
Shelby	asst. furniture	This center relocated to an expanded, more efficient space.
Smithfield	Shelving and storage cabinets to organize client incentive items	
Sparta	Chairs for client room	For expanding client services needs
Statesville	Desk chair and file cabinet	
Taylorsville	Small sofas for client rooms	

Office Equipment

PRC Location	Equipment	Comments
Asheville	2 line phone system for satellite office	
Burnsville	Cordless phone system	Enables call transfer
Denver	Printer to use with client services	
Forest City	printer	
Franklin	TV/DVD to expand individual client sessions, monitor for ultrasound room	Equipment for 2 locations
Harrisburg	printer	
Smithfield	TV/DVD to replace aging one used for client education	
Sparta	Security system for new office	
Yadkinville	TV & DVD players for client rooms	Replace old equipment

IT Equipment

One of the most appreciated areas made possible by grant funding is the ability to replace aging IT equipment with faster, more up-to-date models. Additional or more efficient computers enable staff to complete their work documenting client intakes and educational progress in a shorter time, often with a better product outcome. In some cases funds were used to equip room for individual educational sessions with appropriate technology.

Location	Equipment	Use
Brevard	Notebook computer for	Ultrasound room
Burnsville	IPAD	Client intake facilliation
Carthage	Desktop computer	Graphics and media communications station primarily
Denver	Replace aging computer	
Forest City	Laptop, projector	Client intake
Harrisburg	Computer for staff person and Ipad for client education	
Hendersonville	Computer for client use	
Smithfield	Laptop, keyboard and software for client tracking	
Sparta	Ipads for client classroom	
Statesville	2 computers	Replace those that crashed
Taylorsville	laptop	Fatherhood program staff use
Washington	Laptop for staff use	Maintain client files
Wilkesboro	2 computers	Staff use to improve efficiency
Yadkinville	IPAD for client service area	Streamline intake & client education

Travel and Staff Development

All subcontractors were required to attend the Best Practices workshop, so many submitted mileage for grant support.

PRC's attending the Heartbeat International Conference requested travel and registration: Denver, Franklin, Jacksonville, Raleigh, Yadkinville.

Care Net National Conference: Brevard, Fuquay Varina, Salisbury, Sparta, Statesville

Burnsville has a satellite medical clinic staffed by the center in Asheville. Travel funding for their nurse was budgeted.

Media Communication – Websites

PRC Location	Item	Comments
Brevard	Client website update	
Burnsville	Website hosting	
Carthage	New website	
Denver	New client facing website	
Harrisburg	Redesigned website	
Raleigh	Website design issues addressed	
Shelby	New website	

Promotional – Advertising & Websites

PRC Location	Item	Comments
Asheville	Newspaper ads, Facebook outreach management	
Brevard	Palm cards printed, pens for outreach. Billboard	
Burnsville	Facebook and radio marketing	
Carthage	Website for client acquisition	
Denver	Banners at high schools	
Franklin	Display table cover for fairs, radio ads on breastfeeding class	
Fuquay Varina	Website optimization advertising	
Gastonia	January awareness campaign flyers, constant Contact awareness campaign	
Hendersonville	Printing brochures for agency distribution	
Jacksonville	Development of new client website	
Raleigh	Yellow Page ads and improvement of website navigation & mobile friendly	
Smithfield	Website advertising, movie theater ads	
Sparta	Signage at new location	
Statesville	Google optimization ads	
Taylorsville	Promotional DVD production for outreach of services	
Yadkinville	Billboard, google ad words	

The value of advertising the services available to pregnant women cannot be overestimated.

Certainly website presence is vital, but other means work too: giveaways at fairs, brochures strategically placed etc.

Other Operating Expenses (Client Participation Incentives)

Tied to each PRC's educational program is an incentive system. The women served by a pregnancy resource center are often Medicaid eligible, single and have a weak or nonexistent support system. Unquestionably having a baby is expensive. Buying simple basics such as a layette, crib, or car seat is beyond her budget. Rather than simply "giving" her those items, the PRC's have developed a system of points or "baby money" which a client can earn by participating in classes, working with a mentor watching an educational DVD and discussing it individually, even doing homework related to a DVD watched. Then the points can be exchanged for baby supplies, diapers, or larger items such as a car seat. In some centers women earn gift cards and can then shop for the items needed themselves.

This program is largely dependent on the generosity of individuals and community groups who donate items to stock the Baby Boutique. Grant funds have been a significant help in purchasing these items. Many of the items purchased with the grant were disbursed during the grant time period but will continue to help the centers provide material assistance in future months.

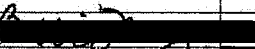
PRC Location	Supplies	Comments
Brevard	Diapers, baby supplies, formula, gift cards as client incentives toward car seats, walkers, etc.	Cards are logged
Carthage	Car seats	

Clayton	Cribs & mattresses, car seats, diapers & wipes	
Denver	Cribs, car seats, diapers & wipes, gas and gift cards as incentives earned	Cards are logged
Elkin	Car seats, pack n plays, diapers	
Forest City	Play yards, asst. baby items	
Franklin	Diapers, car seats, high chairs, strollers, nursing supplies	
Gastonia	Car seats, monitors pack n plays, maternity clothing	
Greenville	Car seats, pack n plays, crib, stroller, car seat, swing	
Harrisburg	Carsets, bath tubs, pack n plays	
Hendersonville	Car seats, bouncy seats, tubs, high chairs	
Jacksonville	Car seats, diaper bags, breast pumps, monitors	
Morehead City	Formula, car seat	
Salisbury	Car seats, baby carriers, wraps, swaddling blankets, diaper bags, maternity clothes	
Shelby	Car seats, pack n plays, wipes, diapers	
Smithfield	Car seats, cribs, pack n plays, cribs, layettes, wipes	
Sparta	Cribs, car seats	
Statesville	Car seats	
Washington	Pack n plays, co sleepers	
Wilkesboro	Pack n plays, car seats, bouncers, diapers	
Yadkinville	Car seats, diapers	

Conclusion

The board and staff of Carolina Pregnancy Care Fellowship are grateful for the opportunity to be part of helping the pregnant women and their babies through the pregnancy resource centers that have been recipients of this grant. The PRC's themselves have expressed to us how appreciative they are as well.

Serving the pregnant women of North Carolina along with other community service providers is challenging and, in the end, extremely satisfying.

CONTRACT BUDGET REALIGNMENT				
CONTRACTOR:		Carolina Pregnancy Care Fellowship		
CONTRACT PERIOD:		November 2014 - March 2015		
CONTRACT #:		31318		
DATE OF REVISION:		12/14		
CENTER'S NAME:				
LOCATION OF CENTER:				
Line Item (e.g. Personnel; Supplies; Equipment)	Previously Approved Budget	Increase	Decrease (enter as a negative number)	Revised Budget
Equipment - Office/Communication	\$4,374.00	\$1,803.00		\$6,177.00
Supplies and Materials - Other	\$14,243.00		(\$1,803.00)	\$12,440.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$18,617.00	\$1,803.00	(\$1,803.00)	\$18,617.00
Director's Signature				
Contractor Administrator Signature: 				
(DPH Contract Administrator signs only when revision is approved.)				
<p>Justification: Recording equipment ended up costing more than anticipated. Also we are in need of a projection screen for workshops. We are decreasing Supplies & Materials Other; Decrease Medical Essentials Manual (Heartbeat) from 27 to 16 manuals @ \$99.00 each = \$1,584, decrease Heartbeat Sample Policies & Procedures from 30 to 25, reducing 5 of them @ \$40 each = \$200.00. Reduce 10 boxes of brochure paper from 10 to 9, reducing 1 box @ \$21.70 - will calculate only @ \$19.00 as we only need to realign \$1803 as an increase for Equipment - Office/Communication.</p>				
Please give the reason for the change in the justification box.				
<p>*Bold represents lines that are required.</p> <p>**Line Item accounts are on your Monthly Financial Form. Only use existing account lines when realigning.</p> <p>*** Place a minus sign before the number in the negative column.</p> <p>****Realignment months: January & March 2015</p>				

Daniel, Tonya

From: Daniel, Tonya
Sent: Monday, December 29, 2014 12:25 PM
To: 'Bobbie Meyer'
Subject: RE: CPCF realignment

Good afternoon, Bobbie.

I don't think I responded, but this realignment is fine. Consider this your approval. ☺

From: Bobbie Meyer [<mailto:directorcpcf@aol.com>]
Sent: Thursday, December 18, 2014 3:06 PM
To: Daniel, Tonya
Subject: CPCF realignment

I hope you and your family have a wonderful Christmas!

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfllink.org

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

April 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers
 Purpose

Women's Health Branch

MAY 07 2015

Received

31318

Contract ID #. **31318** *VJ*

1600136147

NCAS #

\$73,788.90

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	X
YES	NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary & Fringe			\$4,202.57
Dues and Subscriptions			\$0.00
Supplies & Materials - Other			\$3,824.18
Equipment (IT)			\$0.00
Equipment (Office/Telephone)			\$0.00
Travel			\$1,703.25
Media/Communication-Websites & Materials			\$87.00
Media/Communication-Advertising			\$14,950.00
Utilities - Internet			\$31.86
Utilities - Telephone			\$132.02
Subcontracting/Grants (Pregnancy Centers)			\$47,664.30
Staff Development			\$375.50
Subcontracts and Grants (CPCF's Workshops)			\$100.00
Media/Communication/Promotional Items			\$718.22
Subtotal			
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		
		\$0.00	\$73,788.90

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

5/5/15
 Date

Mail to: Appropriate Division Contract Administrator

[Signature] *5/11/15*
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford/spa 5-12-15
 DHHS-DPH Branch Head Signature & Date

Belinda Pettiford
 DHHS-DPH Branch Head Printed Name

NEXT FUNCTION: _____ ACTION: _____

```
=====
      COMP / ACCT / CNTR                ALTERNATE COMP / ACCT / CNTR
2B01 536G02                13A15832AR    2B01 536G02XXXXX    13A15832AR
=====
```

ACCT DESC: NGO DIRECTED GRANTS OTHER ORIG APPROPRIATION: 300,000.00
 CNTR DESC: LAST ACTIVITY: 05/11/2015

	300,000.00	(AUTH. BUDGET)		300,000.00	(AUTH. BUDGET)
-	0.00	(COMMITMENT) -		0.00	(COMMITMENT)
-	101,880.32	(ENCUMBRANCE) -		101,880.32	(ENCUMBRANCE)
-	198,119.68	(EXPENDITURE) -		198,119.68	(EXPENDITURE)
-----			-----		
=	0.00	(AVAIL BAL)	=	0.00	(AVAIL BAL)

L	OVEREXPEND	A	E	C G										
V	TOLERANCE	BDG YTD P	EST	N	L R	ACTIVE	INACTIVE							
L POST	AMT	PCT	GRP LTD P	REV EXP	C COMM	S P	STAT	DATE						
1	Y	9999	999	Y	Y	N	Y	Y	Y	Y	5	6	0	

May 12, 2015 8:15:22 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 05/12/2015 08:15:17
WSE: _____

=====

BUY ENTITY	:	2BBS	
PO NO.	:	1600131318	
PO LINE NO.	:	1	
BLANKET REL. NO.	:	_____	
TAX/VAT CODE	:		
TAX/VAT COST	:	.00	BC STATUS :
ADDITIONAL COST CODE:			OPER APPR/REJ :
ADDITIONAL COST	:	.00	DATE APPR/REJ :
			GL EFF. DATE : 11/04/2014
QUANTITY ORDERED UOP:		1	CURRENCY CODE :
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:
EXTENDED AMOUNT	:	300,000.00	
TOTAL LINE VALUE	:	300,000.00	GL COMPANY : 2B01
QUANTITY ORDERED SKU:		1.00	GL ACCOUNT : 536G02
TARGET PRICE	:	.00000	GL CENTER : 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER :
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED : OWN8022D
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE : 02

May 12, 2015 8:15:26 AM

N23 PS.

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 05/12/2015 08:15:23

WSE: _____

=====

BUY ENTITY	:	2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	:	1600131318	
PO LINE NO.	:	0001	
BLANKET REL. NO.	:		
CURRENCY CODE	:		
PAYMENT BASIS	:	SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
--	--------------------	------------------	---------------

PO HEADER	:	300,000.00	198,119.68	101,880.32
PO HEADER TAX/VAT	:	.00	.00	.00
PO HEADER ADDL COST	:	.00	.00	.00
BLANKET	:			
BLANKET TAX/VAT	:			
BLANKET ADDL COST	:			
PO LINE	:	300,000.00	198,119.68	101,880.32
PO LINE TAX/VAT	:	.00	.00	.00
PO LINE ADDL COST	:	.00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:		Carolina Pregnancy Care Fellowship			
CONTRACT PERIOD:		November 2014- May 2015			
CONTRACT #:		31318			
REPORTING PERIOD:		April 2015			

CONTRACT BUDGET REALIGNMENT - MARCH 2017

CONTRACTOR: Carolina Pregnancy Care Fellowship
CONTRACT PERIOD: July 2016 - May 2017
CONTRACT #: 33455
DATE OF REVISION: April 2017
CENTER'S NAME: Carolina Pregnancy Care Fellowship
LOCATION OF CENTER: Winston Salem, NC

Line Item (e.g. Personnel, Supplies, Equipment)	Approved Contract Budget (As shown on your MFR and/or Budget)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Utilities-Internet	\$352.00	\$74.00	\$0.00	\$426.00
Media/Communication - Advertising	\$6,500.00	\$2,253.18	\$0.00	\$8,753.18
Equipment Office/Communication	\$400.00	\$0.00	(\$273.46)	\$126.54
Utilities-Telephone	\$1,788.00	\$0.00	(\$358.01)	\$1,429.99
Media/Communication - Promotional	\$758.00	\$0.00	(\$758.00)	\$0.00
Subcontracting/Grants	\$9,345.33	\$0.00	(\$3,834.42)	\$5,510.91
Staff Development	\$1,013.00	\$0.00	(\$499.00)	\$514.00
Supplies and Materials - Other	\$9,329.17	\$3,395.71	\$0.00	\$12,724.88
Sub-Contractor to Contractor (Funds Will Not be Used)	Not Applicable	\$0.00	Not Applicable	\$0.00
TOTAL	\$29,485.50	\$5,722.89	(\$5,722.89)	\$29,485.50

Center Director's Signature

Sign here

Date

Contractor Administrator Signature:

Bobbie Meyer

(DPH Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Utilities - Internet: Increase needed due to cost of service is greater than what was originally budgeted. The increase will cover the cost of \$37 for each April and May.
Media/Communication - Advertising: Increase \$2253.18 to add additional advertising by having Buzzadell come and take pictures and videos at conference for uploading adds on facebook. The cost will be \$3,000. \$2,253.18 is the amount needed to continue the monthly facebook advertising and marketing @\$750 per month. services also by Buzzadell. This will give a balance of \$4,500.00.
Equipment Office/Communication: decrease due to not needing a HP 8610 Office Jet Pro printer for Assistant to Director. It was purchased during the prior grant period.
Utilities - Telephone: decrease - Budgeted more than what is actually going to be expended during this grant period. Need only \$242.14 - \$121.07 each for April and May. We budgeted for 12 mths @ \$128.84 but the following is what has been submitted monthly beginning with June 2016 through March 2017 - \$128.84, \$115.03, \$115.03, \$115.03, \$115.03, \$120.86, \$121.07, \$121.07, \$121.07, a total of \$1,187.85, therefore we anticipate April and May charges to be \$121.07 the latest going change rate.
Media/Communication - Promotional: decrease due to not needing flash drives this year \$758.00 (200 @\$3.79 as originally budgeted)
Subcontracting/Grants: decrease due to lack of interest for Nurse Sonographer Review and participants for Improving Early Prenatal Care Program. Total decrease = \$3834.42.
Staff Development: decrease Budgeted to attend CarNet Conference but decided not to attend this year.
Supplies and Materials: increase - Purchase 3 Heritage House Practical Fatherhood Curriculum @ \$529.95 each = \$1,589.85, 3 Heritage House The quest for Manhood Curriculum @ \$299.95 = \$899.85, purchase 3 NIFLA manuals - The Pregnancy Clinic @ \$261.50 = \$784.50 and purchase 4 cases of paper @ \$26.99 per case = \$107.96 + \$5.55 shipping charges. Purchase 2 boxes of Bic Pencils @ \$4.99 each and will submit only \$5.00 as being reimbursable by NCDHHS grant. Total Supplies and Materials request is \$3,395.71

Total digits are the same except one is positive & other is negative: \$50.00 - (\$50.00)

4/25/17

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

April 2017
 mo/Yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

Women's Health Branch
 MAY 09 2017
Received

33455
 Contract ID #:
 1600133455
 NCAS #:
\$41,610.43
 Total Expenditure

Contractor match is REQUIRED by this contract:

YES	NO
	x

(Place an "x" in the appropriate box.)

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			\$4,674.08
Staff Development			\$0.00
Supplies & Materials - Other			\$2,687.15
Equipment (IT)			\$0.00
Equipment (Office)			\$0.00
Travel			\$0.00
M/C - Advertising			\$968.18
M/C - Promotional Items			\$3,750.00
M/C - Websites & Materials			\$0.00
Dues & Subscriptions			\$37.00
Operational Other - Insurance & Bonding			\$108.00
Subcontracts and Grants			\$0.00
Utilities - Telephone			\$0.00
Utilities - Internet			\$114.08
Sub-Contractors (Pregnancy Centers)			\$37.00
			\$29,234.94
Subtotal			
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			\$0.00
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer State Director
 Authorized Contractor/Printed Name & Title
 Signature
 Date 5/5/17

Mail to: Appropriate Division Contract Administrator

[Signature] 9 May 17
 DHHS-DPH Contract Administrator Signature & Date
~~Tanya Daniel~~ Cheryl T. Davis - Dukes
 DHHS-DPH Contract Administrator Printed Name

[Signature] 5/29/17
 DHHS-DPH Branch Head Signature & Date
 DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 April 2017

	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Salary & Fringe	\$48,942.00	\$34,495.03	\$4,674.08	\$9,772.89
Staff Development	\$514.00	\$514.00	\$0.00	\$0.00
Supplies & Materials-Other	\$12,724.88	\$7,315.28	\$2,687.15	\$2,722.45
Equipment - IT	\$2,579.03	\$2,579.03	\$0.00	\$0.00
Equipment Office	\$126.54	\$126.54	\$0.00	\$0.00
Travel	\$21,726.67	\$20,429.24	\$968.18	\$329.25
Media/Communication - Advertising	\$8,753.18	\$4,253.18	\$3,750.00	\$750.00
Media/Communication - Websites & Materials	\$533.00	\$459.00	\$37.00	\$37.00
Media/Communication - Promotional Items	\$0.00	\$0.00	\$0.00	\$0.00
Dues & Subscriptions	\$1,535.80	\$1,395.00	\$108.00	\$32.80
Operational Other Insurance & Bonding	\$1,743.00	\$1,743.00	\$0.00	\$0.00
Utilities-Telephone	\$1,429.99	\$1,187.85	\$114.08	\$128.06
Utilities - Internet	\$426.00	\$352.00	\$37.00	\$37.00
Subcontracts and Grants	\$5,510.91	\$5,160.91	\$0.00	\$350.00
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00	\$149,506.18	\$29,234.94	\$14,713.88
TOTAL	\$300,000.00	\$229,516.24	\$41,610.43	\$28,873.33

MONTHLY FINANCIAL REPORT

Sub-Contractors

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
 June 2016 - May 2017
 33455
 April 2017

ACCOUNTS	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Repair & Maintenance	\$1,395.30	\$541.58	\$375.72	\$478.00
Staff Development	\$11,630.00	\$9,999.00	\$0.00	\$1,631.00
Supplies & Materials-Other	\$64,310.39	\$54,321.09	\$5,935.51	\$4,053.79
Supplies & Materials-Furniture	\$8,363.47	\$7,292.88	\$96.47	\$974.12
Equipment (IT) & Professional IT	\$9,189.67	\$7,502.28	\$1,399.00	\$288.39
Equipment (Office/Comm)	\$5,230.53	\$4,035.45	\$1,195.08	\$0.00
Travel	\$19,309.59	\$12,732.84	\$4,823.99	\$1,752.76
Media/Communication-Publications	\$1,927.17	\$1,522.67	\$165.00	\$239.50
Media/Communication-Logos	\$492.01	\$492.01	\$0.00	\$0.00
Media/Communication-Advertising	\$18,331.80	\$16,269.40	\$1,734.32	\$328.08
Media/Communication-Audiovisual	\$2,320.00	\$575.00	\$1,745.00	\$0.00
Media/Communication-Promotional Items	\$4,290.99	\$2,238.83	\$1,281.43	\$770.73
Media/Communication-Websites & Materials	\$8,677.83	\$5,562.83	\$1,565.00	\$1,550.00
Media/Communication-Public Serv Announcements	\$50.00	\$50.00	\$0.00	\$0.00
Dues & Subscriptions	\$571.00	\$571.00	\$0.00	\$0.00
Operating Expenses-Incentives & Participants	\$37,242.25	\$25,676.32	\$8,918.42	\$2,647.51
Rent	\$123.00	\$123.00	\$0.00	\$0.00
Total	\$193,455.00	\$149,506.18	\$29,234.94	\$14,713.88

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Women's Health Branch

SEP 04 2015

Received

Contract Expenditure Report

Aug 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

31787

Contract ID #: 1787

1600130447

NCAS #:

\$14,635.88

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	x
YES	NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary /Fringe			\$2,602.42
Staff Development			\$0.00
Supplies & Materials-Other			\$264.23
Travel			\$337.35
Media/Communication - Logos			\$0.00
Media/Communication - Advertising			\$750.00
Media/Communication - Websites & Materials			\$37.00
Dues & Subscriptions			\$0.00
Operational Other-Insurance & Bonding			\$805.00
Subcontracts and Grants			\$0.00
Utilities - Telephone			\$115.03
Utilities - Internet			\$20.61
Sub-Contractors (NC Pregnancy Centers)			\$9,704.24
Subtotal		\$0.00	\$14,635.88
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
Authorized Contractor Printed Name & Title

[Signature]
Signature

9/1/15
Date

Mail to: Appropriate Division Contract Administrator

[Signature]
DHHS-DPH Contract Administrator Signature & Date 9/10/15

Tonya Daniel
DHHS-DPH Contract Administrator Printed Name

[Signature]
DHHS-DPH Branch Head Signature & Date 9/10/15
Belinda Pettiford
DHHS-DPH Branch Head Printed Name

SEP 04 2015

Received

MONTHLY FINANCIAL REPORT

Carolina Pregnancy Care Fellowship

June 2015 - May 2016

31787

August 2015

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$39,776.00	\$5,484.24	\$0.00	\$2,602.42	\$31,689.34
Staff Development	\$909.00	\$504.00	\$0.00	\$0.00	\$405.00
Supplies & Materials-Other	\$7,531.00	\$229.04	\$0.00	\$264.23	\$7,037.73
Supplies & Materials-Furniture	\$0.00	\$0.00	\$487.00	\$0.00	\$487.00
Equipment - IT	\$0.00	\$0.00	\$257.00	\$0.00	\$257.00
Travel	\$15,662.00	\$827.74	\$0.00	\$337.35	\$14,496.91
Media/Communication - Logos	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Media/Communication - Advertising	\$4,529.00	\$750.00	\$0.00	\$750.00	\$3,029.00
Media/Communication - Websites & Materials	\$652.00	\$74.00	\$0.00	\$37.00	\$541.00
Dues & Subscriptions	\$877.00	\$168.00	\$0.00	\$0.00	\$709.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00	\$0.00	\$805.00	\$938.00
Utilities- Telephone	\$1,539.00	\$230.06	\$0.00	\$115.03	\$1,193.91
Utilities - Internet	\$352.00	\$52.47	\$0.00	\$20.61	\$278.92
Subcontracts and Grants	\$8,774.00	\$0.00	(\$744.00)	\$0.00	\$8,030.00
Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$17,020.77	\$0.00	\$9,704.24	\$190,735.99
TOTAL	\$300,000.00	\$25,340.32	\$0.00	\$14,635.88	\$260,023.80

N.C. Department of Health and Human Services

Division of Public Health

Women & Children's Health/ WHB

Section/Branch

Contract Expenditure Report

August 2016

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Women's Health Branch

SEP 09 2016

Received

33455

Contract ID #:

1600133455

NCAS #:

\$20,691.52

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	X
YES	NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			\$3,261.97
Staff Development			\$0.00
Supplies & Materials - Other			\$1,073.73
Equipment (IT)			\$0.00
Equipment (Office)			\$0.00
Travel			\$342.14
M/C - Advertising			\$0.00
M/C - Promotional Items			\$0.00
M/C - Websites & Materials			\$37.00
Dues & Subscriptions			\$108.00
Operational Other - Insurance & Bonding			\$0.00
Subcontracts and Grants			\$281.32
Utilities - Telephone			\$115.03
Utilities - Internet			\$23.67
Sub-Contractors (Pregnancy Centers)			\$15,448.66
Subtotal			
THIS SECTION FOR DPH USE ONLY:		\$0.00	\$20,691.52
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

Mail to: Appropriate Division Contract Administrator

Phyllis C. Johnson 9/13/16

DHHS/DPH Contract Administrator Signature & Date

Tonya Daniel

Phyllis C. Johnson

DHHS/DPH Contract Administrator Printed Name

Belinda Pettiford 9/14/16

DHHS/DPH Branch Head Signature & Date

Belinda Pettiford

DHHS/DPH Branch Head Printed Name

Sep 13, 2016

8:56:46 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

TEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 09/13/2016 08:56:43
BROWSE: _____

=====

BUY ENTITY	:	2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	:	1600133455	
PO LINE NO.	:	0001	
BLANKET REL. NO.	:		
CURRENCY CODE	:		
PAYMENT BASIS	:	SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	23,144.60	276,855.40
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	23,144.60	276,855.40
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 August 2016

ACCOUNTS	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Salary & Fringe	\$48,942.00	\$5,610.29	\$3,261.97	\$40,069.74
Staff Development	\$1,013.00	\$0.00	\$0.00	\$1,013.00
Supplies & Materials-Other	\$10,200.00	\$544.41	\$1,073.73	\$8,581.86
Equipment - IT	\$2,456.00	\$989.99	\$0.00	\$1,466.01
Equipment Office	\$400.00	\$0.00	\$0.00	\$400.00
Travel	\$18,140.00	\$632.02	\$342.14	\$17,165.84
Media/Communication - Advertising	\$6,500.00	\$500.00	\$0.00	\$6,000.00
Media/Communication - Websites & Materials	\$444.00	\$74.00	\$37.00	\$333.00
Media/Communication - Promotional Items	\$758.00	\$0.00	\$0.00	\$758.00
Dues & Subscriptions	\$877.00	\$216.00	\$108.00	\$553.00
Operational Other Insurance & Bonding	\$1,743.00	\$1,743.00	\$0.00	\$0.00
Utilities-Telephone	\$1,788.00	\$243.87	\$115.03	\$1,429.10
Utilities - Internet	\$352.00	\$86.34	\$23.67	\$241.99
Subcontracts and Grants	\$12,932.00	\$1,163.20	\$281.32	\$11,487.48
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00	\$11,341.48	\$15,448.66	\$166,664.86
TOTAL	\$300,000.00	\$23,144.60	\$20,691.52	\$256,163.88

MONTHLY FINANCIAL REPORT

Sub-Contractors

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
 June 2016 - May 2017
 33455
 August 2016

ACCOUNTS	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Repair & Maintenance	\$1,899.00	\$24.30	\$47.31	\$1,827.39
Staff Development	\$13,868.00	\$1,876.00	\$938.00	\$11,054.00
Supplies & Materials-Other	\$57,657.44	\$3,117.23	\$4,604.57	\$49,935.64
Supplies & Materials-Furniture	\$8,795.67	\$241.52	\$687.93	\$7,866.22
Equipment (IT) & Professional IT	\$11,437.00	\$1,306.48	\$1,298.90	\$8,831.62
Equipment (Office/Comm)	\$5,410.37	\$273.03	\$335.18	\$4,802.16
Travel	\$20,240.00	\$68.15	\$1,505.80	\$18,666.05
Media/Communication-Publications	\$3,085.00	\$784.50	\$454.00	\$1,846.50
Media/Communication-Logos	\$650.00	\$0.00	\$320.00	\$330.00
Media/Communication-Advertising	\$19,405.03	\$1,638.27	\$1,724.79	\$16,041.97
Media/Communication-Audiovisual	\$2,770.00	\$0.00	\$0.00	\$2,770.00
Media/Communication-Promotional Items	\$5,081.00	\$0.00	\$0.00	\$5,081.00
Media/Communication-Websites & Materials	\$7,829.35	\$64.00	\$149.00	\$7,616.35
Media/Communication-Public Serv Announcements	\$50.00	\$0.00	\$0.00	\$50.00
Dues & Subscriptions	\$346.00	\$178.00	\$0.00	\$168.00
Operating Expenses-Incentives & Participants	\$34,808.14	\$1,770.00	\$3,383.18	\$29,654.96
Rent	\$123.00	\$0.00	\$0.00	\$123.00
Total	\$193,455.00	\$11,341.48	\$15,448.66	\$166,664.86

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #: 31787
 DATE OF REVISION: 10/19/2016
 ORGANIZATION'S NAME: Carolina Pregnancy Care Fellowship
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 10/19/2016
 Carolina Pregnancy Care Fellowship

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Budget
Salary/Fringe	\$39,776.00			\$39,776.00
Repair & Maintenance	\$0.00			\$0.00
Staff Development	\$909.00			\$909.00
Supplies & Materials-Other	\$7,531.00		(\$533.00)	\$6,998.00
Supplies & Materials- Furniture	\$0.00			\$0.00
Equipment IT	\$0.00			\$0.00
Equipment Office and Communication	\$0.00			\$0.00
Travel	\$15,682.00			\$15,682.00
Media/Communication - Publications, Reprints, Audiovisual, PSA, Promotional Items	\$0.00			\$0.00
Media/Communication - Logos	\$195.00			\$195.00
Media/Communication - Advertising	\$4,529.00	\$1,860.00		\$6,419.00
Media/Communication - Websites & Materials	\$602.00	\$150.00		\$902.00
Dues and Subscriptions	\$877.00			\$877.00
Operating Expenses-Incentives & Participants	\$0.00			\$0.00
Operation Other-Insurance & Bonding	\$1,743.00			\$1,743.00
Subcontracts and Grants	\$9,774.00		(\$1,507.00)	\$7,267.00
Utilities-Telephone	\$1,539.00			\$1,539.00
Utilities - Internet	\$392.00			\$392.00
Sub-Contractor Realignment	\$0.00			\$0.00
TOTAL	\$82,539.00	\$2,040.00	(\$2,040.00)	\$82,539.00

CPCF Director's Signature & Date

Sign here

Date

Contractor Administrator Signature:

(CPCF Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Decrease a portion of Subcontracts & Grants (Travel) by \$1507 for airfare, lodging and meals for Sonographers that was budgeted to come one day prior to Fall Conference. Sonography training was cancelled due to not knowing if State legislators would approve CPCF's block grant with NCDHHS while they were in extended State Budget deliberations. Advertising exhibit needed for fairs, events and conferences. Decrease Travel Expense Manual due to funds needed more for advertising exhibit display and for additional changes to CPCF's website (\$150) - \$533.00. Increase Media Communications Websites for additional website alterations (\$150) and increase Media Communication Advertising for display to use at fairs and etc. (\$1860).

Justification

10/26/15
 10/21/15

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 CENTER'S NAME:
 LOCATION OF OFFICE:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 9-Dec-15
 Carolina Pregnancy Care Fellowship
 Winston Salem, NC

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease (Use negative number)	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Salary/Fringe	\$39,776.00	\$3,290.00		\$43,066.00
Travel	\$15,662.00	\$2,326.00		\$17,988.00
Supplies and Materials - Other	\$7,531.00		(\$5,324.97)	\$2,206.03
Media Communications/Logo	\$195.00		(\$195.00)	\$0.00
Subcontracting and Grants	\$8,774.00		(\$96.03)	\$8,677.97
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$71,938.00	\$5,616.00	(\$5,616.00)	\$71,938.00

Center Director's Signature

Sign here

Date

Contractor Administrator Signature:

(CPH Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Bobbe Meyer

Increase of Salary & Fringe: New position - State Director's Assistant. This individual will be assisting with site visits and grant related trainings primarily serving sub-contractors and pregnancy centers in eastern NC. Projected number of hours per month is 30 hrs at a rate of \$20 per hour for the last 5 months of 2015-2016 Maternal Health Grant (Jan - May 2016) = \$3,000 + 0837 fringes (FICA, Medicare and ESC) + Worker's Compensation = 290. - Total for new position is \$3,290.00.

Increase of Travel: Projected miles for new position 1,253 miles for 5 months @ \$.575 = \$720.46 + 2 overnight stays - lodging and meals @ \$105.20 per day = \$210.40 - Total travel for State Director's Assistant = \$930.86. Need to shift more funds to offset the increase travel expenses related to Fall Conference due to more rooms (47), participants (89) and the increased allowable rate for lodging, lunch and dinner = \$1,395.00. This will allow for continuance of what was originally budgeted for on-site visits, Heartbeat Conference and administrative assistant's monthly mileage that yet to take place for the remainder of the grant period.

Decrease Supplies and Materials \$5,324.97 - 1 pkg CD labels- \$50.59; 10 cases of paper- \$515; 39 cartridges of ink- \$3,912.87; 9 binders- \$51.03; 6 boxes of brochure paper- \$208.94; 4 packs of gusset hanging folders- \$60.00; balance of packets of CDs \$147.54; 2 Medical Essentials Manual Heartbeat- \$198.00; balance of Legal Essentials manual- \$20; 4 Heartbeat Sample Policies & Procedures \$160.00.

Decrease Subcontracting and Grants \$96.03 - Balance of travel expenses of sonographers pre Fall Conference not used or realigned.

** Line item accounts are on your Monthly Financial Form. Only use existing account lines when realigning.

*** Place a minus sign before the number in the negative column.

**** Realignment months: August 5, 2015 & March 4, 2016

Daniel, Tonya

From: Joanie Page, CPCF Bookkeeper <bookkeepercpcf@aol.com>
Sent: Tuesday, December 29, 2015 1:38 PM
To: Daniel, Tonya; 'Bobbie Meyer'
Subject: RE: revised realignment response

We had budgeted \$195 for Media Communications/Logo – Logo Development. We decided that hiring the new person was more important than logo development at this time. Sorry I didn't get that included on the realignment form.

From: Daniel, Tonya [<mailto:tonya.daniel@dhhs.nc.gov>]
Sent: Tuesday, December 29, 2015 1:22 PM
To: Bobbie Meyer <directorcpcf@aol.com>
Cc: bookkeepercpcf@aol.com
Subject: RE: revised realignment response
Importance: High

Hi all!

One question about the December realignment. Your Media line is decreased by \$195. Can you tell me what was reduced?

From: Bobbie Meyer [<mailto:directorcpcf@aol.com>]
Sent: Wednesday, December 16, 2015 2:01 PM
To: Daniel, Tonya
Cc: bookkeepercpcf@aol.com
Subject: revised realignment response

Sorry. There were omissions in the first attachment.

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized State official. Unauthorized disclosure of juvenile, health, legally privileged, or otherwise confidential information, including confidential information relating to an ongoing State procurement effort, is prohibited by law. If you have received this email in error, please notify the sender immediately and delete all records of this email.

Daniel, Tonya

From: Bobbie Meyer <directorcpf@aol.com>
Sent: Wednesday, December 16, 2015 12:56 PM
To: Daniel, Tonya
Subject: answers to realignment questions
Attachments: Plan for Mileage and Meals for PT Director.docx

Please see my answers in red below.

Could you give me the percentages for the specific fringe benefits? Typical full time FICA is about 7.65%, Medicare, ESC, Workers' Comp? When I put it into the budget spreadsheet in our system, I'll need to have this.

FICA and Medicare jointly is 7.65% - doesn't matter if part time or full time.

ESC will be .00720

WCI is rated and 1/3 charge. The rated is .29 per \$100 of wage amount and 1/3 of \$235 for Expense Constant, Terrorism and CAT

Can you also give me a little more details on the lodging and meals, specifically, which meals are included in the \$105.20 for the new assistant? Please see attachment.

Same for the \$1395...I need a breakout for that amount. What does it include x rooms at \$65.90; x lunches for # participants at \$10.70...that type of info.

Current allowed lodging is \$67.30. The details are already built into our contract budget. We are realigning into Travel because of the increased conference costs.

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

* Media (\$195) decided to forego. Additional staff more important.

Plan for Mileage and Meals for PT Director's Assistant

1. Greenville to Kinston and return (60 miles).
2. Greenville to Washington and return (44 miles).
3. Greenville to Roanoke Rapids (86 miles, lunch, to Ahoskie (47 miles, overnight, to Greenville (59 miles).
4. Greenville to Elizabeth City (90 miles), lunch, to Nags Head (58 miles), overnight, to Greenville (121 miles).
5. Greenville to Morehead City (79) miles, lunch, to Greenville (79 miles)
6. Greenville to Rocky Mount (43 miles), lunch, to Wilson (20 miles), to Greenville (36 miles)
7. Greenville to Goldsboro and return to Greenville (118 miles) lunch
8. Greenville to Whiteville (136 miles), lunch, to Wilmington (46 miles), overnight, to Jacksonville (58 miles), lunch, to Greenville (73 miles)
9. Greenville to Kinston and return (60 miles)

Total miles = 1253

6 lunches
3 overnights > covering most but not all.-

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:

CONTRACT PERIOD:

CONTRACT #:

DATE OF REVISION:

CENTER'S NAME:

LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship

June 2015 - May 2016

31787

March 2016 - Revised

CPCF - Carolina Pregnancy Care Fellowship

Winston Salem, NC

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative integer	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures or reallocations.)
From Sub-Contractors (Pregnancy Centers)	\$0.00		(\$8,943.19)	(\$8,943.19)
Equipment Office	\$0.00	\$431.24		\$431.24
Staff Development	\$909.00	\$599.00		\$1,508.00
Travel	\$15,662.00	\$836.20		\$16,498.20
Media Communication Websites	\$662.00	\$392.00		\$1,044.00
Supplies and Materials	\$7,531.00	\$4,743.68		\$12,274.68
Telephone	\$1,539.00	\$260.49		\$1,799.49
Internet	\$352.00		(\$119.32)	\$232.68
Furniture	\$0.00		(\$0.10)	(\$0.10)
Media Communication Advertising	\$4,529.00	\$1,800.00		\$6,329.00
TOTAL	\$31,174.00	\$9,062.61	(\$9,062.61)	\$31,174.00

Center Director's Signature

Sign here

Date

Contractor Administrator Signature:

(DPH Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Increase from Sub-Contractors: Wilmington decided to stop spending. They didn't want to exceed \$5,000 in Grant money in 2016 transferring \$3,548.95. Morehead City decided to realign funds to CPCF - \$4,204.00 & Forest City decided to realign funds - \$1,190.24 to CPCF. **\$8,943.19**

Equipment Office: Purchase Calson wireless & portable PA system and lapel microphone to use for workshops - \$281.26; 1 HP 8520 Printer from Office Depot \$ 148.95 + shipping. **Increase \$431.24**

Staff Development: Increase of travel to send Blake Honeycutt, CPCF's State Director's Admin Assistant, to the Heartbeat Conference in Atlanta in March - \$ 599 registration (includes pre-conference day. **Increase \$699**

Travel: Airfare to Atlanta \$310.70, 4 nights lodging in Atlanta x \$79.50 = \$ 318.00 + meals 1 lunch \$10.80 + 2 dinners = \$21.30 x 2 = \$42.60 - Blake's Total = \$682.20; Parking (Bobbie) @ Heartbeat Conference: \$154.00. **Increase \$836.20**

Media Communication Websites: Revamp CPCF's website to use a stronger server platform and to rework blog in WordPress due to the existing one not working correctly. Total amount to do work is \$600.00 less \$208 over budgeted = \$392.00 net amount for increase. **Increase \$392.00**

Supplies and Materials: NIFLA Best Practices Manuals 74 x \$7.50 = \$555; 12 - 1 1/2 inch binders and 7 packs of dividers with tabs = \$111.88, 1 box of color file folders - \$19.22, refreshments for Best Practices Workshop - \$189.26 11 rolls of stamps @ \$49= \$539; Collapsible Milk Crate for hauling items to events - \$23.83; 2 boxes checks and 2 boxes deposit slips TechCheck - \$167.70; 2 boxes Vista Print Envelopes @ \$180 each = \$ 360.00; Business Cards for Blake - \$9.95; 10 black and red ink cartridge replacements for Casio Calculator + shipping = \$44; Training Manuals: 5 Legal Essentials (Heartbeat) @ \$79 each = \$395 2 Pregnancy Clinic Medical Manuals (NIFLA) @ \$249 = \$498; 1 Additions & Recovery DVD Course (AACO) to understand & teach pregnancy centers on recognizing & dealing with addicted pregnant women - \$249; 6 Crystal Meth DVDs @ \$42.90 (includes shipping) = \$257.40; 3 Unborn Addicts DVD Series @ \$181.90 (includes shipping) \$485.70; 6 Fetal Alcohol Syndrome series @ \$141. 90 (includes shipping) \$861.40 - \$1.66 to balance realignment = \$849.74- Total Supplies & Materials \$4,743.68

Utilities: - Internet: Decrease \$119.32 as the monthly amount is less than originally budgeted. We project the last 3 months @ \$ 19.95 = \$59.85. Current balance is \$179.17 less \$59.85 = \$ 119.32 we would like to decrease. **Decrease \$119.32**

Furniture - clear balance in account - **Decrease \$ 10**

Media Communication Advertising: 2 1/2 months of Buzzadell managing social media sites and awareness promotion, particularly on facebook - **Increase \$1,800.00**

4/5/2016

4/12/16

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 CENTER'S NAME:
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 May 18, 2016
 CPCF - Carolina Pregnancy Care Fellowship
 Winston Salem, NC

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures or reallocments.)
From Sub-Contractors (Pregnancy Centers)	\$208,517.81		(\$1,430.94)	\$207,086.87
Equipment IT	\$257.00		(\$257.00)	\$0.00
Travel	\$18,824.20	\$692.59		\$19,516.79
Salary and Fringes	\$43,086.00	\$257.00		\$43,323.00
Dues and Subscriptions	\$877.00	\$228.96		\$1,105.96
Supplies and Materials	\$7,773.84	\$2,989.88		\$10,663.72
Subcontracts and Grants	\$5,604.09		(\$2,380.49)	\$3,223.60
TOTAL	\$284,919.94	\$4,068.43	(\$4,068.43)	\$284,919.94

Center Director's Signature

Sign Here

Date

NCDHHS Contractor Administrator Signature:
 (OPH Contract Administrator signs only when revision is approved.)

[Signature]
 Tonia Daniel

5/19/16

Please give the reason for the change in the justification box:
 Sub-Contractors (Pregnancy Centers): \$1,430.94 the cumulative amount of various sub-contractors with funds that will not be spent in May. The majority of funds are from Equipment, Travel and Advertising or small amounts in their ending balance.

Equipment IT Decrease: Deeded the chip credit card reader wasn't needed at this time - \$257.00.

Travel Increase: Projected that in May there will be 4 nights lodging - \$269.20, 7 lunches - \$76.30 and 5 dinners - \$83.50 that Blake and Bobbie will be needing for site visits. Also projected Blake and Bobbie will collectively be traveling 1,331 miles in May @ \$.54 per mile = \$718.74. The travel expenses total to \$1,180.26 and the current balance in account line is \$487.67 leaving another \$692.59 to complete traveling for the 2015-2016 grant period.

Dues and Subscriptions Increase: \$24.39 the amount needed to bring the ending balance up to \$48 to cover May's Go-to-Meeting monthly charge, and an annual renewal of \$204.57 with Constant Contact.

SubContract and Grants Decrease: Leftover funds not used for Ultrasound Training during this grant period.

Supplies and Materials Increase: 4 Foremost 327606 Modular Cube Storage for supplies - \$63.68 at Amazon.com; 3 cases of paper at Staples \$29.99 +tax per case = \$96.49; Box of folders and envelopes each - \$59.26 - \$7.21 in current ending account balance = \$ 52.05; 6 Heritage House "Unborn Addicts" DVDs @ \$161.90 = \$971.40; Heritage House vitamins 41 boxes at \$36.00 includes shipping (\$61.19) = \$1,557.19- 2 rolls of stamps = \$94.00; 2 boxes of file folders @ \$7.79 ea with tax = \$16.71; 1 case with 5 reams of copy paper with tax = \$30.01; 1 bag of rubber bands with tax = \$8.35 Total Supplies and Materials = \$2,889.88.
 Salary and Fringes Increase: \$275.00. The average of the last 3 months Salaries and Fringes has been \$4,807 per month. The current ending balance is \$4,394.75 a difference of \$412.25. Transferring a funds from the decrease from Equipment IT to Salary to cover a portion of Salary and Fringes to conclude the amount of Salary and Fringe for the 2015-2016 grant period.

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:

CONTRACT PERIOD:

CONTRACT #:

DATE OF REVISION:

CENTER'S NAME:

LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship

June 2015 - May 2016

31787

March 2016 - Revised

CPCF - Carolina Pregnancy Care Fellowship

Winston Salem, NC

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative integer	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures or reallocations.)
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Staff Development	\$909.00	\$599.00		\$1,508.00
Travel	\$15,662.00	\$836.20		\$16,498.20
Media Communication Websites	\$662.00	\$392.00		\$1,044.00
Supplies and Materials	\$7,531.00	\$4,743.68		\$12,274.68
Telephone	\$1,539.00	\$260.49		\$1,799.49
Internet	\$352.00		(\$119.32)	\$232.68
Furniture	\$0.00		(\$0.10)	(\$0.10)
Media Communication Advertising	\$4,529.00	\$1,800.00		\$6,329.00
TOTAL	\$31,174.00	\$9,062.61	(\$9,062.61)	\$31,174.00

Center Director's Signature

Sign here

Date

Contractor Administrator Signature:

(DPH Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

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Equipment Office: Purchase Calson wireless & portable PA system and lapel microphone to use for workshops - \$281.26; 1 HP 8520 Printer from Office Depot \$ 148.99 + shipping. **Increase \$431.24**

Staff Development: Increase of travel to send Blake Honeycutt, CPCF's State Director's Admin Assistant, to the Heartbeat Conference in Atlanta in March - \$ 599 registration (includes pre-conference day. **Increase \$699**

Travel: Airfare to Atlanta \$310.70, 4 nights lodging in Atlanta x \$79.50 = \$ 318.00 + meals 1 lunch \$10.80 + 2 dinners = \$21.30 x 2 = \$42.60 - Blake's Total = \$682.20; Parking (Bobbie) @ Heartbeat Conference: \$154.00. **Increase \$836.20**

Media Communication Websites: Revamp CPCF's website to use a stronger server platform and to rework blog in WordPress due to the existing one not working correctly. Total amount to do work is \$600.00 less \$208 over budgeted = \$392.00 net amount for increase. **Increase \$392.00**

Supplies and Materials: NIFLA Best Practices Manuals 74 x \$7.50 = \$555; 12 - 1 1/2 inch binders and 7 packs of dividers with tabs = \$111.88, 1 box of color file folders - \$19.22, refreshments for Best Practices Workshop - \$189.26 11 rolls of stamps @ \$49= \$539; Collapsible Milk Crate for hauling items to events - \$23.83; 2 boxes checks and 2 boxes deposit slips TechCheck - \$167.70; 2 boxes Vista Print Envelopes @ \$180 each = \$ 360.00; Business Cards for Blake - \$9.95; 10 black and red ink cartridge replacements for Casio Calculator + shipping = \$44; Training Manuals: 5 Legal Essentials (Heartbeat) @ \$79 each = \$395 2 Pregnancy Clinic Medical Manuals (NIFLA) @ \$249 = \$498; 1 Additions & Recovery DVD Course (AACO) to understand & teach pregnancy centers on recognizing & dealing with addicted pregnant women - \$249; 6 Crystal Meth DVDs @ \$42.90 (includes shipping) = \$257.40; 3 Unborn Addicts DVD Series @ \$181.90 (includes shipping) \$485.70; 6 Fetal Alcohol Syndrome series @ \$141. 90 (includes shipping) \$847.40 - \$1.66 to balance realignment = \$846.74- Total Supplies & Materials \$4,743.68

Utilities: - Internet: Decrease \$119.32 as the monthly amount is less than originally budgeted. We project the last 3 months @ \$ 19.95 = \$59.85. Current balance is \$179.17 less \$59.85 = \$ 119.32 we would like to decrease. **Decrease \$119.32**

Furniture - clear balance in account - **Decrease \$ 10**

Media Communication Advertising: 2 1/2 months of Buzzadell managing social media sites and awareness promotion, particularly on facebook - **Increase \$1,800.00**

4/5/2016

[Signature]
Bobbie Meyer

4/12/16

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:		Carolina Pregnancy Care Fellowship		
CONTRACT PERIOD:		November 2014 - March 2015		
CONTRACT #:		31318		
DATE OF REVISION:		12/14		
CENTER'S NAME:				
LOCATION OF CENTER:				
Line Item (e.g. Personnel; Supplies; Equipment)	Previously Approved Budget	Increase	Decrease (enter as a negative number)	Revised Budget
Equipment - Office/Communication	\$4,374.00	\$1,803.00		\$6,177.00
Supplies and Materials - Other	\$14,243.00		(\$1,803.00)	\$12,440.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$18,617.00	\$1,803.00	(\$1,803.00)	\$18,617.00
Director's Signature				
Contractor Administrator Signature				
(DPH Contract Administrator signs only when revision is approved.)				

Justification: Recording equipment ended up costing more than anticipated. Also we are in need of a projection screen for workshops. We are decreasing Supplies & Materials Other: Decrease Medical Essentials Manual (Heartbeat) from 27 to 16 manuals @ \$99.00 each = \$1,584, decrease Heartbeat Sample Policies & Procedures from 30 to 25, reducing 5 of them @ \$40 each = \$200.00. Reduce 10 boxes of brochure paper from 10 to 9, reducing 1 box @ \$21.70 - will calculate only @ \$19.00 as we only need to realign \$1803 as an increase for Equipment - Office/Communication.

Please give the reason for the change in the justification box.

*Bold represents lines that are required.

**Line item accounts are on your Monthly Financial Form. Only use existing account lines when realigning.

*** Place a minus sign before the number in the negative column.

****Realignment months: January & March 2015

Daniel, Tonya

From: Daniel, Tonya
Sent: Monday, December 29, 2014 12:25 PM
To: 'Bobbie Meyer'
Subject: RE: CPCF realignment

Good afternoon, Bobbie.

I don't think I responded, but this realignment is fine. Consider this your approval. ☺

From: Bobbie Meyer [<mailto:directorcpcf@aol.com>]
Sent: Thursday, December 18, 2014 3:06 PM
To: Daniel, Tonya
Subject: CPCF realignment

I hope you and your family have a wonderful Christmas!

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

CONTRACT BUDGET REALIGNMENT**CONTRACTOR:** Carolina Pregnancy Care Fellowship**CONTRACT PERIOD:** March 10, 2014 - June 30, 2014**CONTRACT #:** 30147**DATE OF REVISION:** 29-May-14**REVISION #:**

1

Line Item (e.g. Personnel; Supplies; Equipment)	Previously Approved Budget	Increase	Decrease (enter as a negative number)	Revised Budget
Supplies and Materials	\$1,600.00	\$300.00		\$1,900.00
Public Affairs	\$41,314.00		(\$300.00)	\$41,014.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$42,914.00	\$300.00	(\$300.00)	\$42,914.00

Contractor/Agency Signature:**DPH Contract Administrator Signature:**

(DPH Contract Administrator signs only when revision is approved.)

Justification: Filing Cabinet was about \$ 30 more with added delivery cost and more ink and paper was needed. Reduced Public Affairs as the freeze of spending began in April and contract stated we were required to complete all spending for Public Affairs (Contractor) by April 30, 2014.

N.C. Department of Health and Human Services

Division of Public Health

Women & Children's Health/ WHB

Section/Branch

Contract Expenditure Report

December 2014

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Women's Health Branch**JAN 05 2015****Received**

31318

Contract ID #:

1600130147

NCAS #:

\$29,390.84

Total Expenditure

Contractor match is **REQUIRED** by this contract:

(Place an "X" in the appropriate box.)

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary & Fringe			\$3,040.18
Dues and Subscriptions			\$200.00
Supplies & Materials - Other			\$40.75
Equipment (IT)			\$0.00
Equipment (Office/Telephone)			\$3,021.26
Travel			\$811.75
Media/Communication-Websites & Materials			\$37.00
Media/Communication-Advertising			\$1,284.70
Utilities - Internet			\$31.86
Utilities - Telephone			\$131.72
Subcontracting/Grants (Pregnancy Centers)			\$20,791.62
Subtotal		\$0.00	\$29,390.84
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
Authorized Contractor Printed Name & Title

Signature

1/2/15
Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel 1/9/15
DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford 1/7/15
DHHS-DPH Branch Head Signature & Date
Belinda Pettiford
DHHS-DPH Branch Head Printed Name

BC

4:47:43 PM

AVAILABLE FUNDS INQUIRY

162

NEXT FUNCTION: _____ ACTION: _____

COMP / ACCT / CNTR		ALTERNATE COMP / ACCT / CNTR	
2B01 536G02	13A15832AR	2B01 536G02XXXXX	13A15832AR

ACCT DESC: NGO DIRECTED GRANTS OTHER	ORIG APPROPRIATION:	300,000.00
CNTR DESC:	LAST ACTIVITY:	01/06/2015

	300,000.00	(AUTH. BUDGET)		300,000.00	(AUTH. BUDGET)
-	0.00	(COMMITMENT) -		0.00	(COMMITMENT)
-	263,653.27	(ENCUMBRANCE) -		263,653.27	(ENCUMBRANCE)
-	36,346.73	(EXPENDITURE) -		36,346.73	(EXPENDITURE)
	-----			-----	
=	0.00	(AVAIL BAL)	=	0.00	(AVAIL BAL)

L	OVEREXPEND				A		E		C G						
V	TOLERANCE		BDG	YTD	P	EST	N		L R				ACTIVE	INACTIVE	
L	POST	AMT	PCT	GRP	LTD	P	REV	EXP	C	COMM	S	P	STAT	DATE	DATE
1	Y	9999	999		Y	Y	N	Y	Y	Y	5	6	0		

Jan 7, 2015 4:48:20 PM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 01/07/2015 16:48:15
BROWSE: _____

=====

BUY ENTITY : 2BBS

PO NO. : 1600131318

PO LINE NO. : 1

BLANKET REL. NO. : _____

TAX/VAT CODE :

TAX/VAT COST : .00 BC STATUS :

ADDITIONAL COST CODE: OPER APPR/REJ :

ADDITIONAL COST : .00 DATE APPR/REJ :

GL EFF. DATE : 11/04/2014

QUANTITY ORDERED UOP: 1 CURRENCY CODE :

UNIT PRICE : 300,000.00000 DISTRIBUTION IND:

EXTENDED AMOUNT : 300,000.00

TOTAL LINE VALUE : 300,000.00 GL COMPANY : 2B01

QUANTITY ORDERED SKU: 1.00 GL ACCOUNT : 536G02

TARGET PRICE : .00000 GL CENTER : 13A15832AR

EXTENDED AMOUNT : .00 BID NUMBER :

STANDARD UNIT COST : .00000 PROJ/NCG/FED : OWN8022D

EXTENDED AMOUNT : .00 ACCOUNTING RULE : 02

Jan 7, 2015 4:48:25 PM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 01/07/2015 16:48:21

BROWSE: _____

=====

BUY ENTITY	:	2BBS	VENDOR:	CAROLINA PREGNANCY CARE FELLOW
PO NO.	:	1600131318		
PO LINE NO.	:	0001		
BLANKET REL. NO.	:			
CURRENCY CODE	:			
PAYMENT BASIS	:	SIGNATURE		

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	36,346.73	263,653.27
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	36,346.73	263,653.27
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:

Carolina Pregnancy Care Fellowship

CONTRACT PERIOD:

November 2014- May 2015

CONTRACT #:

31318

REPORTING PERIOD:

December 2014

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENT	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$26,370.00	\$3,378.50		\$3,040.18	\$19,951.32
Staff Development	\$939.00	\$295.00		\$0.00	\$644.00
Supplies & Materials-Other	\$14,243.00	\$147.48	(\$1,803.00)✓	\$40.75	\$12,251.77
Equipment (IT)	\$245.00	\$214.17		\$0.00	\$30.83
Equipment (Office/Telephone)	\$4,374.00	\$3,155.32	\$1,803.00✓	\$3,021.26	\$0.42
Travel	\$6,614.00	\$626.18		\$811.75	\$5,176.07
Communication/Publications	\$985.00	\$0.00		\$0.00	\$985.00
Communication/Advertising	\$17,000.00	\$0.00		\$1,284.70	\$15,715.30
Communication/Websites & Materials	\$259.00	\$37.00		\$37.00	\$185.00
Dues & Subscriptions	\$668.00	\$0.00		\$200.00	\$468.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00		\$0.00	\$1,743.00
Utilities-Telephone	\$979.00	\$101.72		\$131.72	\$745.56
Utilities - Internet	\$224.00	\$31.86		\$31.86	\$160.28
Subcontracts and Grants	\$2,427.00	\$0.00		\$0.00	\$2,427.00
Subcontracting/Grants (Preg Ctrs)	\$222,930.00	\$28,359.50		\$20,791.62	\$173,778.88
TOTAL	\$300,000.00	\$36,346.73	\$0.00	\$29,390.84	\$234,262.43

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship
November 2014 - May 2015
31318
December 2014

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENT	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Repair & Maintenance	\$4,413.00	\$619.17		\$489.17	\$3,304.66
Staff Development	\$11,733.00	\$0.00		\$0.00	\$11,733.00
Supplies & Materials-Other	\$47,404.00	\$13,882.03		\$3,601.69	\$29,920.28
Supplies & Materials-Furniture	\$13,597.00	\$907.80		\$1,741.74	\$10,947.46
Equipment (IT)	\$21,122.00	\$2,818.88	(\$1,196.00)	\$2,946.57	\$14,160.55
Equipment (Office/Comm)	\$13,615.00	\$3,612.16	\$1,196.00	\$2,963.00	\$8,235.84
Travel	\$13,282.00	\$0.00		\$556.40	\$12,725.60
Media/Communication-Reprints	\$100.00	\$0.00		\$0.00	\$100.00
Media/Communication-Publications	\$2,460.00	\$444.00		\$0.00	\$2,016.00
Media/Communication-Logos	\$250.00	\$0.00		\$0.00	\$250.00
Media/Communication-Advertising	\$17,441.00	\$1,441.69		\$832.00	\$15,167.31
Media/Communication-Audiovisual	\$4,842.00	\$0.00		\$400.00	\$4,442.00
Media/Communication-Promotional Items	\$9,269.00	\$179.11		\$360.89	\$8,729.00
Media/Communication-Websites & Materials	\$13,207.00	\$250.00		\$1,971.00	\$10,986.00
Media/Communication-Public Serv Announcements	\$56.00	\$0.00		\$0.00	\$56.00
Dues & Subscriptions	\$462.00	\$0.00		\$0.00	\$462.00
Operating Expenses-Incentives & Participants	\$45,400.00	\$3,848.36		\$4,685.66	\$36,865.98
Operational Other-Insurance & Bonding	\$236.00	\$0.00		\$0.00	\$236.00
Rent	\$3,457.00	\$312.80		\$200.00	\$2,944.20
Utilities-Telephone	\$263.00	\$26.00		\$26.00	\$211.00
Utilities-Electricity	\$321.00	\$17.50		\$17.50	\$286.00
Total	✓ \$222,930.00	\$28,359.50	\$0.00	\$20,791.62	\$173,778.88

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

Women's Health Branch
JAN 08 2016
Received

December 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

31787

Contract ID #:

1600131787

NCAS #:

\$19,670.34

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	x
YES	NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary /Fringe			\$4,171.65
Staff Development			\$0.00
Supplies & Materials-Other			\$159.03
Travel			\$35.76
Media/Communication - Logos			
Media/Communication - Advertising			\$1,012.23
Media/Communication - Websites & Materials			\$37.00
Dues & Subscriptions			\$49.00
Operational Other-Insurance & Bonding			
Subcontracts and Grants			
Utilities - Telephone			\$115.03
Utilities - Internet			\$19.95
Sub-Contractors (NC Pregnancy Centers)			\$13,583.79
Supplies & Materials - Furniture			\$486.90
Subtotal		\$0.00	\$19,670.34
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
Authorized Contractor Printed Name & Title

[Signature]
Signature

1/7/16
Date

Mail to: Appropriate Division Contract Administrator

[Signature] 1/11/16
DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

[Signature] 1/12/16
DHHS-DPH Branch Head Signature & Date
Delinda Pettiford
DHHS-DPH Branch Head Printed Name

11



Jan 11, 2016 9:58:24 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 01/13/2016 09:57:56
BROWSE: _____

=====

BUY ENTITY : 2BBS
PO NO. : 1600131787
PO LINE NO. : 1
BLANKET REL. NO. : _____

TAX/VAT CODE	:			
TAX/VAT COST	:	.00	BC STATUS	:
ADDITIONAL COST CODE:			OPER APPR/REJ	:
ADDITIONAL COST	:	.00	DATE APPR/REJ	:
			GL EFF. DATE	: 06/26/2015
QUANTITY ORDERED UOP:		1	CURRENCY CODE	:
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:	
EXTENDED AMOUNT	:	300,000.00		
TOTAL LINE VALUE	:	300,000.00	GL COMPANY	: 2B01
QUANTITY ORDERED SKU:		1.00	GL ACCOUNT	: 536G02
TARGET PRICE	:	.00000	GL CENTER	: 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER	:
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED	: 0Y9T0281
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE	: 02



Jan 13, 2016 9:58:29 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 01/13/2016 09:58:04
BROWSE: _____

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600131787	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	127,015.47	172,984.53
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	127,015.47	172,984.53
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00



MONTHLY FINANCIAL REPORT

Carolina Pregnancy Care Fellowship

June 2015 - May 2016

31787

December 2015

Women's Health Branch
JAN 08 2016
Received

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$39,776.00	\$17,564.84	\$3,290.00	\$4,171.65	\$21,329.51
Staff Development	\$909.00	\$504.00	\$0.00	\$0.00	\$405.00
Supplies & Materials-Other	\$7,531.00	\$2,571.13	(\$4,500.84)	\$159.03	\$300.00
Supplies & Materials-Furniture	\$0.00	\$0.00	\$487.00	\$486.90	\$0.10
Equipment - IT	\$0.00	\$0.00	\$257.00	\$0.00	\$257.00
Travel	\$15,662.00	\$14,110.82	\$2,326.00	\$35.76	\$3,841.42
Media/Communication - Logos	\$195.00	\$0.00	(\$195.00)	\$0.00	\$0.00
Media/Communication - Advertising	\$4,529.00	\$5,479.65	\$2,712.88	\$1,012.23	\$750.00
Media/Communication - Websites & Materials	\$652.00	\$372.00	\$150.00	\$37.00	\$393.00
Dues & Subscriptions	\$877.00	\$413.00	\$0.00	\$49.00	\$415.00
Operational Other Insurance & Bonding	\$1,743.00	\$805.00	(\$938.00)	\$0.00	\$0.00
Utilities-Telephone	\$1,539.00	\$690.18	(\$419.13)	\$115.03	\$314.66
Utilities - Internet	\$352.00	\$132.93	\$0.00	\$19.95	\$199.12
Subcontracts and Grants	\$8,774.00	\$250.00	(\$3,169.91)	\$0.00	\$5,354.09
Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$57,850.49	\$0.00	\$13,583.79	\$146,026.72
TOTAL	\$300,000.00	\$100,744.04	\$0.00	\$19,670.34	\$179,585.62

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

December 2016
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

Women's Health Branch

JAN 05 2017

Received

33455
 Contract ID #:
 1600133455
 NCAS #:
\$19,995.35
 Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			\$1,958.95
Staff Development			\$419.00
Supplies & Materials - Other			\$441.51
Equipment (IT)			
Equipment (Office)			
Travel			\$993.85
M/C - Advertising			\$750.00
M/C - Promotional Items			
M/C - Websites & Materials			\$37.00
Dues & Subscriptions			\$108.00
Operational Other - Insurance & Bonding			
Subcontracts and Grants			\$354.78
Utilities - Telephone			\$120.86
Utilities - Internet			\$37.00
Sub-Contractors (Pregnancy Centers)			\$14,774.40
Subtotal		\$0.00	\$19,995.35
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer State Director
 Authorized Contractor Printed Name & Title

Signature

Date

1/3/17

Mail to: Appropriate Division Contract Administrator

Phyllis C. Johnson 1/6/17
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel Phyllis C. Johnson
 DHHS-DPH Contract Administrator Printed Name

Delinda Pettiford 1/6/17
 DHHS-DPH Branch Head Signature & Date
Delinda Pettiford
 DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 December 2016

	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Salary & Fringe	\$48,942.00	\$20,039.34	\$1,958.95	\$26,943.71
Staff Development	\$1,013.00	\$0.00	\$419.00	\$594.00
Supplies & Materials-Other	\$9,329.17	\$2,667.33	\$441.51	\$6,220.33
Equipment - IT	\$2,579.03	\$2,579.03		\$0.00
Equipment Office	\$400.00	\$0.00		\$400.00
Travel	\$18,140.00	\$17,146.15	\$993.85	\$0.00
Media/Communication - Advertising	\$6,500.00	\$1,250.00	\$750.00	\$4,500.00
Media/Communication - Websites & Materials	\$533.00	\$311.00	\$37.00	\$185.00
Media/Communication - Promotional Items	\$758.00	\$0.00		\$758.00
Dues & Subscriptions	\$1,535.80	\$963.00	\$108.00	\$464.80
Operational Other Insurance & Bonding	\$1,743.00	\$1,743.00		\$0.00
Utilities-Telephone	\$1,788.00	\$703.99	\$120.86	\$963.15
Utilities - Internet	\$352.00	\$221.01	\$37.00	\$93.99
Subcontracts and Grants	\$12,932.00	\$3,440.28	\$354.78	\$9,136.94
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00	\$74,701.64	\$14,774.40	\$103,978.96
TOTAL	\$300,000.00	\$125,765.77	\$19,995.35	\$154,238.88

MONTHLY FINANCIAL REPORT

Sub-Contractors

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
 June 2016 - May 2017
 33455
 December 2016

	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Repair & Maintenance	\$1,899.00	\$541.58		\$1,357.42
Staff Development	\$13,868.00	\$3,592.00	\$2,594.00	\$7,682.00
Supplies & Materials-Other	\$57,657.44	\$20,423.13	\$3,856.54	\$33,377.77
Supplies & Materials-Furniture	\$8,795.67	\$3,602.98	\$157.94	\$5,034.75
Equipment (IT) & Professional IT	\$11,437.00	\$5,330.87		\$6,106.13
Equipment (Office/Comm)	\$5,410.37	\$1,997.33	\$213.04	\$3,200.00
Travel	\$20,240.00	\$7,766.54	\$1,730.76	\$10,742.70
Media/Communication-Publications	\$3,085.00	\$1,522.67		\$1,562.33
Media/Communication-Logos	\$650.00	\$320.00		\$330.00
Media/Communication-Advertising	\$19,405.03	\$9,596.31	\$3,156.97	\$6,651.75
Media/Communication-Audiovisual	\$2,770.00	\$175.00		\$2,595.00
Media/Communication-Promotional Items	\$5,081.00	\$1,858.84		\$3,222.16
Media/Communication-Websites & Materials	\$7,829.35	\$3,885.00	\$124.00	\$3,820.35
Media/Communication-Public Serv Announcements	\$50.00	\$0.00		\$50.00
Dues & Subscriptions	\$346.00	\$346.00		\$0.00
Operating Expenses-Incentives & Participants	\$34,808.14	\$13,620.39	\$2,941.15	\$18,246.60
Rent	\$123.00	\$123.00		\$0.00
Total	\$193,455.00	\$74,701.64	\$14,774.40	\$103,978.96

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

February 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Women's Health Branch

MAR 05 2015

Received

31318

Contract ID # 31318

160013047

NCAS #

\$35,398.03

Total Expenditure

PJ
\$31,764.40
BP

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description			DHHS Amount
	YES	NO	
Salary & Fringe			\$2,914.05
Dues and Subscriptions			\$0.00
Supplies & Materials - Other			\$1,332.52
Equipment (IT)			\$0.00
Equipment (Office/Telephone)			\$0.00
Travel			\$426.21
Media/Communication-Websites & Materials			\$37.00
Media/Communication-Advertising			\$3,950.00
Utilities - Internet			\$31.86
Utilities - Telephone			\$132.00
Subcontracting/Grants (Pregnancy Centers)			\$26,574.39
Staff Development			\$0.00
Subtotal			\$0.00
THIS SECTION FOR DPH USE ONLY:			\$35,398.03
Company 2B01			
Account Center			
536G02 13A1-5832-AR			

(P)
\$28,940.76
(P)
31,764.40

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
Authorized Contractor Printed Name & Title

[Signature]
Signature

3/3/15
Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel
DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford
DHHS-DPH Branch Head Signature & Date

Belinda Pettiford
DHHS-DPH Branch Head Printed Name

N.C. Department of Health and Human Services

Division of Public Health

Women & Children's Health/ WHB

Section/Branch

Contract Expenditure Report

February 2015-Revised

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

31318

Contract ID #:

1600130147

NCAS #:

\$37,764.40

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

		X	
		YES	NO
Item Description	Item Number	Contractor Amount	DHHS Amount
Salary & Fringe			\$2,914.05
Dues and Subscriptions			\$0.00
Supplies & Materials - Other			\$1,332.52
Equipment (IT)			\$0.00
Equipment (Office/Telephone)			\$0.00
Travel			\$426.21
Media/Communication-Websites & Materials			\$37.00
Media/Communication-Advertising			\$3,950.00
Utilities - Internet			\$31.86
Utilities - Telephone			\$132.00
Subcontracting/Grants (Pregnancy Centers)			\$28,340.76
Staff Development			\$0.00
Subtotal		\$0.00	\$37,764.40
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account Center			
536G02 13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

Mail to: Appropriate Division Contract Administrator

DHHS-DPH Contract Administrator Signature & Date

DHHS-DPH Branch Head Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

DHHS-DPH Branch Head Printed Name

BC

AVAILABLE FUNDS INQUIRY

162

NEXT FUNCTION: _____ ACTION: _____

```
=====
      COMP / ACCT / CNTR                      ALTERNATE COMP / ACCT / CNTR
2B01 536G02                      13A15832AR  2B01 536G02XXXXX  13A15832AR
=====
```

ACCT DESC: NGO DIRECTED GRANTS OTHER ORIG APPROPRIATION: 300,000.00
 CNTR DESC: LAST ACTIVITY: 03/10/2015

	300,000.00	(AUTH. BUDGET)		300,000.00	(AUTH. BUDGET)
-	0.00	(COMMITMENT) -		0.00	(COMMITMENT)
-	197,944.52	(ENCUMBRANCE) -		197,944.52	(ENCUMBRANCE)
-	102,055.48	(EXPENDITURE) -		102,055.48	(EXPENDITURE)
-----			-----		
=	0.00	(AVAIL BAL)	=	0.00	(AVAIL BAL)

L	OVEREXPEND	A	E	C G																
V	TOLERANCE	BDG	YTD	P	EST	N	L R	ACTIVE	INACTIVE											
L	POST AMT	PCT	GRP	LTD	P	REV	EXP	C	COMM	S	P	STAT	DATE	DATE						
1	Y	9999	999		Y	Y	N	Y	Y	Y	Y	5	6	0						

Mar 11, 2015 9:28:09 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 03/11/2015 09:27:56

BROWSE: _____

=====

BUY ENTITY : 2BBS

PO NO. : 1600131318

PO LINE NO. : 1

BLANKET REL. NO. : _____

TAX/VAT CODE :

TAX/VAT COST : .00

BC STATUS :

ADDITIONAL COST CODE: OPER APPR/REJ :

ADDITIONAL COST : .00 DATE APPR/REJ :

GL EFF. DATE : 11/04/2014

QUANTITY ORDERED UOP: 1

CURRENCY CODE :

UNIT PRICE : 300,000.00000

DISTRIBUTION IND:

EXTENDED AMOUNT : 300,000.00

TOTAL LINE VALUE : 300,000.00

GL COMPANY : 2B01

QUANTITY ORDERED SKU: 1.00

GL ACCOUNT : 536G02

TARGET PRICE : .00000

GL CENTER : 13A15832AR

EXTENDED AMOUNT : .00

BID NUMBER :

STANDARD UNIT COST : .00000

PROJ/NCG/FED : OWN8022D

EXTENDED AMOUNT : .00

ACCOUNTING RULE : 02

Mar 11, 2015 9:28:14 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 03/11/2015 09:28:01
ROWSE: _____

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600131318	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	102,055.48	197,944.52
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	102,055.48	197,944.52
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:

Carolina Pregnancy Care Fellowship

CONTRACT PERIOD:

November 2014- May 2015

CONTRACT #:

31318

REPORTING PERIOD:

February 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$26,370.00	\$10,086.68		\$2,914.05	\$13,369.27
Staff Development	\$939.00	\$654.00		\$0.00	\$285.00
Supplies & Materials-Other	\$14,243.00	\$1,546.49	(\$2,107.00)	\$1,332.52	\$9,256.99
Equipment (IT)	\$245.00	\$214.17		\$0.00	\$30.83
Equipment (Office/Telephone)	\$4,374.00	\$6,176.58	\$1,803.00	\$0.00	\$0.42
Travel	\$6,614.00	\$2,994.59		\$426.21	\$3,193.20
Communication/Publications	\$985.00	\$0.00		\$0.00	\$985.00
Communication/Advertising	\$17,000.00	\$4,234.70		\$3,950.00	\$8,815.30
Communication/Websites & Materials	\$259.00	\$111.00		\$37.00	\$111.00
Dues & Subscriptions	\$668.00	\$504.00	\$304.00	\$0.00	\$468.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00		\$0.00	\$1,743.00
Utilities-Telephone	\$979.00	\$365.44		\$132.00	\$481.56
Utilities - Internet	\$224.00	\$95.58		\$31.86	\$96.56
Subcontracts and Grants	\$2,427.00	\$0.00		\$0.00	\$2,427.00
Subcontracting/Grants (Preg Ctrs)	\$222,930.00	\$75,072.25		\$26,574.39	\$121,283.36
				28,940.74	
TOTAL	\$300,000.00	\$102,055.48	\$0.00	\$35,398.03	\$162,546.49

31,764.40 160,180.12

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Rec'd 3-10-17

Contract Expenditure Report

February 2017
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

33455
 Contract ID #:
 1600133455
 NCAS #:
 \$23,277.90
 Total Expenditure

Contractor match is REQUIRED by this contract:
 (Place an "X" in the appropriate box.)

Item Description	YES		Contractor Amount	DHHS Amount
	Item Number	NO		
Salary/Fringe				\$3,606.50
Staff Development				\$95.00
Supplies & Materials - Other				\$499.21
Equipment (IT)				
Equipment (Office)				
Travel				
M/C - Advertising				\$810.54
M/C - Promotional Items				\$750.00
M/C - Websites & Materials				
Dues & Subscriptions				\$37.00
Operational Other - Insurance & Bonding				\$108.00
Subcontracts and Grants				
Utilities - Telephone				\$268.19
Utilities - Internet				\$121.07
Sub-Contractors (Pregnancy Centers)				\$37.00
				\$16,945.39
Subtotal				
THIS SECTION FOR DPH USE ONLY:				
Company 2B01			\$0.00	\$23,277.90
Account 536G02	Center 13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

3/7/17
 Date

Mail to: Appropriate Division Contract Administrator

[Signature]
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

[Signature]
 DHHS-DPH Branch Head Signature & Date

Belinda Pettiford
 DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 February 2017

ACCOUNTS	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
	\$48,942.00	\$25,338.95	\$3,606.50	\$19,996.55
Salary & Fringe	\$1,013.00	\$419.00	\$95.00	\$499.00
Staff Development	\$9,329.17	\$4,156.78	\$499.21	\$4,673.18
Supplies & Materials-Other	\$2,579.03	\$2,579.03		\$0.00
Equipment - IT	\$400.00	\$0.00		\$400.00
Equipment Office	\$21,726.67	\$18,443.35	\$810.54	\$2,472.78
Travel	\$6,500.00	\$2,753.18	\$750.00	\$2,996.82
Media/Communication - Advertising	\$533.00	\$385.00	\$37.00	\$111.00
Media/Communication - Websites & Materials	\$758.00	\$0.00		\$758.00
Media/Communication - Promotional Items	\$1,535.80	\$1,179.00	\$108.00	\$248.80
Dues & Subscriptions	\$1,743.00	\$1,743.00		\$0.00
Operational Other Insurance & Bonding	\$1,788.00	\$945.71	\$121.07	\$721.22
Utilities-Telephone	\$352.00	\$295.01	\$37.00	\$19.99
Utilities - Internet	\$9,345.33	\$4,574.44	\$268.19	\$4,502.70
Subcontracts and Grants	\$193,455.00	\$105,130.71	\$16,945.39	\$71,378.90
Subcontracting/Grants (NC Pregnancy Centers)	\$300,000.00	\$167,943.16	\$23,277.90	\$108,778.94
TOTAL				

MONTHLY FINANCIAL REPORT Sub-Contractors

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
June 2016 - May 2017
33455
February 2017

	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Repair & Maintenance	\$1,899.00	\$541.58	\$0.00	\$1,357.42
Staff Development	\$13,868.00	\$7,824.00	\$1,257.00	\$4,787.00
Supplies & Materials-Other	\$57,657.44	\$34,395.51	\$6,590.00	\$16,671.93
Supplies & Materials-Furniture	\$8,795.67	\$3,760.92	\$1,975.00	\$3,059.75
Equipment (IT) & Professional IT	\$11,437.00	\$5,330.87	\$0.00	\$6,106.13
Equipment (Office/Comm)	\$5,410.37	\$2,423.41	\$1,148.02	\$1,838.94
Travel	\$20,240.00	\$10,702.88	\$1,974.65	\$7,562.47
Media/Communication-Publications	\$3,085.00	\$1,522.67		\$1,562.33
Media/Communication-Logos	\$650.00	\$320.00		\$330.00
Media/Communication-Advertising	\$19,405.03	\$13,652.82	\$641.15	\$5,111.06
Media/Communication-Audiovisual	\$2,770.00	\$175.00		\$2,595.00
Media/Communication-Promotional Items	\$5,081.00	\$1,858.84		\$3,222.16
Media/Communication-Websites & Materials	\$7,829.35	\$4,649.83	\$149.00	\$3,030.52
Media/Communication-Public Serv Announcements	\$50.00	\$0.00	\$50.00	\$0.00
Dues & Subscriptions	\$346.00	\$346.00		\$0.00
Operating Expenses-Incentives & Participants	\$34,808.14	\$17,503.38	\$3,160.57	\$14,144.19
Rent	\$123.00	\$123.00		\$0.00
Total	\$193,455.00	\$105,130.71	\$16,945.39	\$71,378.90



CONTRACT BUDGET REALIGNMENT

CONTRACTOR:

Carolina Pregnancy Care Fellowship

CONTRACT PERIOD:

November 2014 - March 2015

CONTRACT #:

31318

DATE OF REVISION:

January 13, 2015

CENTER'S NAME:

LOCATION OF CENTER:

Line Item
(e.g. Personnel; Supplies; Equipment)

**Previously
Approved
Budget**

Increase

Decrease
(enter as a negative
number)

Revised Budget

Dues and Subscriptions

\$668.00

\$304.00

\$304.00

\$972.00

Materials & Supplies Beg App Budget = \$14,243.00

\$12,440.00

\$304.00

\$12,744.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

TOTAL

\$13,108.00

\$304.00

\$304.00

\$13,716.00

Director's Signature

Contractor Administrator Signature:

(DPH Contract Administrator signs only when revision is approved.)

Chuck DeLo

Dues and Subscriptions: NIFLA is a tax-exempt organization which provides pregnancy help centers legal education, consultation, and training. Membership will assist CPCF to keep abreast of issues that impact pregnancy centers and to pass on the knowledge to affiliate NC pregnancy centers. \$265.00.
Membership with American Institute for Professional Bookkeepers - \$60.00. The General Ledger monthly newsletters publishes update on the latest bookkeeping, accounting and tax news.
Materials & Supplies-Other: Will decrease 2 cases of paper @ \$56 per case and 2 ink cartridges @ 100.33 per packet = \$312.66.

Please give the reason for the change in the justification box.

CPCF realigned Supplies and Materials - Other December 2014 decreasing the amount by \$1803.00.

CONTRACTOR:	Carolina Pregnancy Care Fellowship
CONTRACT PERIOD:	July 2016 - May 2017
CONTRACT #:	33455
DATE OF REVISION:	January 17, 2017
CENTER'S NAME:	Carolina Pregnancy Care Fellowship
LOCATION OF CENTER:	Winston-Salem

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease <i>Use negative number</i>	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Travel	\$18,140.00	\$3,586.67		\$21,726.67
Subcontracting and Grants for C/PCF- Salary	\$12,932.00		(\$3,586.67)	\$9,345.33
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$31,072.00	\$3,586.67	(\$3,586.67)	\$31,072.00

Sign here

Bobbie Meyer

(DPH Contract Administrator signs only when revision is approved.)
Please give the reason for the change in the justification box:

Travel Increase: Fall Conference Lodging and Meals were greater than budgeted: 90 participants, 50 rooms, 180 breakfasts (2 days), 90 lunches, and 90 dinners were budgeted. Actual participants were 126, 60 rooms, 202 breakfasts, 113 lunches and 101 dinners were actual amounts charged, which included water for session participants. The increase was \$1,911.14 than actually budgeted originally.

Subcontracting and Grants Budget - Salary/Wages Decrease \$3,566.67. As of date subcontractors have shown little interest in the Nurse Sonographer Review Program. We would like to decrease \$1,675.53 to cover travel costs that were not initially submitted in the budget for the Director's mileage to early Access Prenatal Care Workshops, 3 Regional workshops, and a Best Practices Workshop. In addition we would like to realign needed funds for travel expenses for PT Director's Assistant to include mileage, meals and lodging to Wilmington and 2 trips to Raleigh and 2 lunches for Regional and Best Practices Workshops which also were not submitted in the original budget. We would also like to decrease \$1911.14 to cover the increase of travel expenses that was generated from greater participation of sub-contractors who attended the Fall Conference in Black Mountain in October.

We need the attached documents that breaks down the travel expenses. We are only submitting a portion of what is shown on the "Changes Needed in 2017 Travel Budget" since we have projected a total of travel funds needed for the current grant period of \$3,566.67 which includes site visits and lodging and meals for Heartbeat Conference that were originally included in the budget.

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Women's Health Branch

FEB 03 2015

Received 31318

Contract Expenditure Report

January 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Contract ID #:

1600130447

NCAS #:

\$36,317.91

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	YES	NO	
Item Description	Item Number	Contractor Amount	DHHS Amount
Salary & Fringe			\$3,668.00
Dues and Subscriptions			\$304.00
Supplies & Materials - Other			\$1,358.26
Equipment (IT)			\$0.00
Equipment (Office/Telephone)			\$0.00
Travel			\$1,556.66
Media/Communication-Websites & Materials			\$37.00
Media/Communication-Advertising			\$2,950.00
Utilities - Internet			\$31.86
Utilities - Telephone			\$132.00
Subcontracting/Grants (Pregnancy Centers)			\$25,921.13
Staff Development			\$359.00
Subtotal		\$0.00	\$36,317.91
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account Center			
536G02 13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

2/3/15
 Date

Mail to: Appropriate Division Contract Administrator

[Signature] 2/6/15
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

[Signature] 2/6/15
 DHHS-DPH Branch Head Signature & Date
Belinda Pettiford
 DHHS-DPH Branch Head Printed Name

Feb 9, 2015

9:36:36 AM

BC

AVAILABLE FUNDS INQUIRY

162

NEXT FUNCTION: _____ ACTION: _____

```
=====
      COMP / ACCT / CNTR                ALTERNATE COMP / ACCT / CNTR
2B01 536G02                13A15832AR    2B01 536G02XXXXX    13A15832AR
```

ACCT DESC: NGO DIRECTED GRANTS OTHER ORIG APPROPRIATION: 300,000.00

CNTR DESC: LAST ACTIVITY: 02/06/2015

```

      300,000.00 (AUTH. BUDGET)                300,000.00 (AUTH. BUDGET)
-           0.00 (COMMITMENT ) -                0.00 (COMMITMENT )
-      234,262.43 (ENCUMBRANCE ) -            234,262.43 (ENCUMBRANCE )
-           65,737.57 (EXPENDITURE ) -        65,737.57 (EXPENDITURE )
-----
=           0.00 (AVAIL BAL) =           0.00 (AVAIL BAL)
```

```

L      OVEREXPEND      A      E      C G
V      TOLERANCE  BDG YTD P  EST      N      L R      ACTIVE      INACTIVE
L POST AMT    PCT  GRP LTD P  REV EXP  C COMM  S P  STAT    DATE      DATE
1  Y  9999    999      Y  Y   N   Y   Y   Y   5 6   0
```

Feb 9, 2015

9:50:58 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 02/09/2015 09:50:28

BROWSE: _____

=====

BUY ENTITY	:	2BBS	
PO NO.	:	1600131318	
PO LINE NO.	:	1	
BLANKET REL. NO.	:	_____	
TAX/VAT CODE	:		
TAX/VAT COST	:	.00	BC STATUS :
ADDITIONAL COST CODE:			OPER APPR/REJ :
ADDITIONAL COST	:	.00	DATE APPR/REJ :
			GL EFF. DATE : 11/04/2014
QUANTITY ORDERED UOP:		1	CURRENCY CODE :
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:
EXTENDED AMOUNT	:	300,000.00	
TOTAL LINE VALUE	:	300,000.00	GL COMPANY : 2B01
QUANTITY ORDERED SKU:		1.00	GL ACCOUNT : 536G02
TARGET PRICE	:	.00000	GL CENTER : 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER :
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED : OWN8022D
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE : 02

Feb 9, 2015 9:51:14 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 02/09/2015 09:50:45

BROWSE: _____

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600131318	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
--	--------------------	------------------	---------------

PO HEADER	:	300,000.00	65,737.57	234,262.43
PO HEADER TAX/VAT	:	.00	.00	.00
PO HEADER ADDL COST	:	.00	.00	.00
BLANKET	:			
BLANKET TAX/VAT	:			
BLANKET ADDL COST	:			
PO LINE	:	300,000.00	65,737.57	234,262.43
PO LINE TAX/VAT	:	.00	.00	.00
PO LINE ADDL COST	:	.00	.00	.00

FEB 03 2015

Received

MONTHLY FINANCIAL REPORT

CONTRACTOR:

Carolina Pregnancy Care Fellowship

CONTRACT PERIOD:

November 2014- May 2015

CONTRACT #:

31318

REPORTING PERIOD:

January 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$26,370.00	\$6,418.68		\$3,668.00	\$16,283.32
Staff Development	\$939.00	\$295.00		\$359.00	\$285.00
Supplies & Materials-Other	12136 \$14,243.00	\$188.23	(\$2,107.00)	\$1,358.26	\$10,589.51
Equipment (IT)	\$245.00	\$214.17		\$0.00	\$30.83
Equipment (Office/Telephone)	6177 \$4,374.00	\$6,176.58	\$1,803.00	\$0.00	\$0.42
Travel	\$6,614.00	\$1,437.93		\$1,556.66	\$3,619.41
Communication/Publications	\$985.00	\$0.00		\$0.00	\$985.00
Communication/Advertising	\$17,000.00	\$1,284.70		\$2,950.00	\$12,765.30
Communication/Websites & Materials	\$259.00	\$74.00		\$37.00	\$148.00
Dues & Subscriptions	972 \$668.00	\$200.00	\$304.00	\$304.00	\$164.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00		\$0.00	\$1,743.00
Utilities-Telephone	\$979.00	\$233.44		\$132.00	\$613.56
Utilities - Internet	\$224.00	\$63.72		\$31.86	\$128.42
Subcontracts and Grants	\$2,427.00	\$0.00		\$0.00	\$2,427.00
Subcontracting/Grants (Preg Ctrs)	\$222,930.00	\$49,151.12		\$25,921.13	\$147,857.75
TOTAL	\$300,000.00	\$65,737.57	\$0.00	\$36,317.91	\$497,640.52

197,944.52

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

Women's Health Branch
 Received
 FEB 01 2016
 FEB 01 2016

January 2016
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

31787
 Contract ID #:
 1600131787
 NCAS #:
\$19,473.94
 Total Expenditure

Contractor match is REQUIRED by this contract:
 (Place an "X" in the appropriate box.)

YES	X
NO	

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary /Fringe			\$2,513.00
Staff Development			\$405.00
Supplies & Materials-Other			\$71.21
Travel			\$262.12
Media/Communication - Logos			
Media/Communication - Advertising			\$750.00
Media/Communication - Websites & Materials			\$37.00
Dues & Subscriptions			\$49.00
Operational Other-Insurance & Bonding			
Subcontracts and Grants			
Utilities - Telephone			\$115.03
Utilities - Internet			\$19.95
Sub-Contractors (NC Pregnancy Centers)			\$15,251.63
Supplies & Materials - Furniture			
Subtotal		\$0.00	\$19,473.94
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

2/3/16
 Date

Mail to: Appropriate Division Contract Administrator

[Signature] 2/8/16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

[Signature] 2/9/16
 DHHS-DPH Branch Head Signature & Date
Belinda Patterson
 DHHS-DPH Branch Head Printed Name



11:23:55 AM

AVAILABLE FUNDS INQUIRY

NEXT FUNCTION: _____ ACTION: _____

L	OVEREXPEND				A		E		C G						
V	TOLERANCE		BDG	YTD	P	EST		N	L R				ACTIVE	INACTIVE	
L	POST	AMT	PCT	GRP	LTD	P	REV	EXP	C	COMM	S	P	STAT	DATE	DATE
1	Y	9999	999		Y	Y	N	Y	Y	Y	5	6	0		



Feb 9, 2016 11:24:23 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 02/09/2016 11:24:15
BROWSE: _____

=====

BUY ENTITY	:	2BBS	
PO NO.	:	1600131787	
PO LINE NO.	:	1	
BLANKET REL. NO.	:	_____	
TAX/VAT CODE	:		
TAX/VAT COST	:	.00	BC STATUS :
ADDITIONAL COST CODE:			OPER APPR/REJ :
ADDITIONAL COST	:	.00	DATE APPR/REJ :
			GL EFF. DATE : 06/26/2015
QUANTITY ORDERED UOP:		1	CURRENCY CODE :
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:
EXTENDED AMOUNT	:	300,000.00	
TOTAL LINE VALUE	:	300,000.00	GL COMPANY : 2B01
QUANTITY ORDERED SKU:		1.00	GL ACCOUNT : 536G02
TARGET PRICE	:	.00000	GL CENTER : 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER :
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED : 0Y9T0281
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE : 02



Feb 9, 2016 11:24:28 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 02/09/2016 11:24:25
BROWSE: _____

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600131787	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
--	--------------------	------------------	---------------

PO HEADER	: 300,000.00	146,685.81	153,314.19
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	146,685.81	153,314.19
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

100



MONTHLY FINANCIAL REPORT

Carolina Pregnancy Care Fellowship

June 2015 - May 2016

31787

December 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$39,776.00	\$21,736.49	\$3,290.00	\$2,513.00	\$18,816.51
Staff Development	\$909.00	\$504.00	\$0.00	\$405.00	\$0.00
Supplies & Materials-Other	\$7,531.00	\$2,730.16	(\$4,500.84)	\$71.21	\$228.79
Supplies & Materials-Furniture	\$0.00	\$486.90	\$487.00		\$0.10
Equipment - IT	\$0.00	\$0.00	\$257.00		\$257.00
Travel	\$15,662.00	\$14,146.58	\$2,326.00	\$262.12	\$3,579.30
Media/Communication - Logos	\$195.00	\$0.00	(\$195.00)		\$0.00
Media/Communication - Advertising	\$4,529.00	\$6,491.88	\$2,712.88	\$750.00	\$0.00
Media/Communication - Websites & Materials	\$652.00	\$409.00	\$150.00	\$37.00	\$356.00
Dues & Subscriptions	\$877.00	\$462.00	\$0.00	\$49.00	\$366.00
Operational Other Insurance & Bonding	\$1,743.00	\$805.00	(\$938.00)	\$0.00	\$0.00
Utilities-Telephone	\$1,539.00	\$805.21	(\$419.13)	\$115.03	\$199.63
Utilities - Internet	\$352.00	\$152.88	\$0.00	\$19.95	\$179.17
Subcontracts and Grants	\$8,774.00	\$250.00	(\$3,169.91)	\$0.00	\$5,354.09
Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$97,705.51	\$0.00	\$15,251.63	\$104,503.86
TOTAL	\$300,000.00	\$146,685.61	\$0.00	\$19,473.94	\$133,840.45



CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
DATE OF REVISION:
CENTER'S NAME:
LOCATION OF CENTER:

July 2016 - May 2017

33455

January 17, 2017

Carolina Pregnancy Care Fellowship
Winston-Salem

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Travel	\$18,140.00	\$3,586.67		\$21,726.67
Subcontracting and Grants for CPCF- Salary	\$12,932.00		(\$3,586.67)	\$9,345.33
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$31,072.00	\$3,586.67	(\$3,586.67)	\$31,072.00

Center Director's Signature

Sign here

Contractor Administrator Signature:

Date _____

Please give the reason for the change in the justification box::

Travel Increase: Fall Conference Lodging and Meals were greater than budgeted: 90 participants, 50 rooms, 180 breakfasts (2 days), 90 lunches, and 90 dinners were budgeted. Actual participants were 126, 60 rooms, 202 breakfasts, 113 lunches and 101 dinners were actual amounts charged, which included water for session participants. The increase was \$1,911.14 than actually budgeted originally.

costs that were not initially submitted in the budget for the Director's mileage to early Access Prenatal Care Workshops, 3 Regional workshops, and a Best Practices Workshop. In addition we would like to realign needed funds for travel expenses for PT Director's Assistant to include mileage, meals and lodging to Wilmington and 2 trips to Raleigh and 2 lunches for Regional and Best Practices Workshops which also were not submitted in the original budget. We would also like to decrease \$191.14 to cover the increase of travel expenses that was generated from greater participation of sub-contractors who attended the Fall Conference in Black Mountain in October. Please see the attached documents that breaks down the travel expenses. We are only submitting a portion of what is shown on the "Changes Needed in 2017 Travel Budget" since we have projected a total of travel funds needed for the current grant period of \$3,566.67 which includes site visits and lodging and meals for Heartbeat Conference that were originally included in the budget.

Changes Needed in 2017 Travel Budget

I. Increased Activity and Need in Western NC

- Training new directors in Brevard and Waynesville
- A workshop on early Access to Prenatal Care added in Asheville
- The original plan to cover onsite visits to Asheville, Hendersonville, Taylorsville and Brevard had to be revised. A separate trip to Hendersonville was necessary.

II. Unplanned trip to determine the feasibility of our annual conference at Oak Island, NC

III. Inadvertent Omission of travel to workshops

- Early Access to Prenatal Care workshops (mileage, meals, and sometimes lodging) in Sanford, Statesville, Wilkesboro, Greenville, Morehead City, Asheville, and Franklin. 1,497 miles x .54 = **\$808.38** in 2016
- Regional workshops on Pregnancy and Drug Use – Salisbury, Raleigh, Asheville, and Winston Salem (mileage, meals and sometimes lodging) - 596 miles x .535 = \$318.86, lodging 2 nites x 67.30 = \$134.60; 2 lunches and 2 dinners \$29.60 x 2 = \$59.20 Total = **\$512.66**
- Best Practices in Raleigh – 220 miles x .535 = \$117.70, lodging \$67.30, 1 lunch and 1 dinner \$29.60 = **\$214.60**

IV. Changes in Assistant Director's Travel

- Additional onsite visit to Wilmington (inadvertently left out) – 238 miles x .535 = \$127.33; lodging \$67.30; breakfast, lunch, dinner - \$37.90 = **\$232.53**
- Travel to workshops in Raleigh : Best Practices and Pregnancy and Drug Use –both in Raleigh – Miles 2 x 170 x 2 .535 = \$ 181.90; 2 lunches, \$21.80, = **\$203.70**

Plan for Travel January – May 2017

Dates still undetermined

Onsite Visits to Centers		Total miles		Lodging	Meals	
1	Winston Salem to Taylorsville (63, to Wilkesboro (18), return to Winston Salem (55)	136	72.76		1L	
2	Winston Salem to Yadkinville and return	40	21.40			
3	Winston Salem to Elkin (44), Sparta (29), and return (72)	145	77.58		1L 1D	
4	Winston Salem to Raleigh (2 centers) (110), Knightdale(15), Smithfield (24), Fuquay Varina (30) and return (195)	284	151.94	2 nights	2L, 2D	
5	Winston Salem to Forest City (124), Shelby (20), Denver (37), Hickory (28) and return (71)	280	149.80		2L, D	
6	Winston Salem to Gastonia (97), Harrisburg (36), return (70)	203	108.61		2L, D	
7	Winston Salem to Burnsville (144) and return	288	154.08		L, D	
Trainings and Workshops						
1	Winston Salem to Wilkesboro and return (Early Access to Prenatal Care workshop)	110	58.85		L	
2	Best Practices workshop – Raleigh (110) and return to Winston Salem	220	117.70	1 night	1L, D	
3	Regional – Salisbury (43) and return	86	46.01			
4	Regional- Raleigh (110) and return	220	117.70	1 night	1L, D	
5	Regional – Asheville (145) and return	290	155.15	1 night	1L, D	
	Total	2,302	\$1,231.57	\$336.50	\$310.00	\$1878.07
Onsite Visits to Centers – PT Directors Assistant						
1	Onsite Visits originally budgeted and will be visited in 2017 less visit to Morehead City – 782 miles, 2 nights lodging and 2 breakfasts, 6 lunches and 2 dinners	782	418.37	134.60	119.40	
2	Greenville to Wilmington and return to Greenville – Onsite Visit	238	127.33	67.30	37.90	
3	Regional \$ Best Practices both in Raleigh – mileage 170 x 2 roundtrips & 2 lunches	340	181.90	0	21.80	
	Total	1360	\$727.60	\$201.90	\$179.10	\$1108.60
Director's Lodging and Meals - Heartbeat Conference April 2017						
				397.50	202.50	\$600

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
DATE OF REVISION:
CENTER'S NAME:
LOCATION OF CENTER:.

Carolina Pregnancy Care Fellowship
Winston-Salem

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Travel	\$18,140.00	\$3,586.67		\$21,726.67
Subcontracting and Grants for CPCF - Salary	\$12,932.00		(\$3,586.67)	\$9,345.33
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$31,072.00	\$3,586.67	(\$3,586.67)	\$31,072.00

Please give the reason for the change in the justification box:

Subcontracting and Grants Budget - Salary/Wages Decrease \$3,586.67. As of date subcontractors have shown little interest in the Nurse Sonographer Review Program. We would like to decrease \$1,675.53 to cover travel costs that were not initially submitted in the budget for the Director's mileage to early Access Prenatal Care Workshops, 3 Regional workshops, and a Best Practices Workshop. In addition we would like to realign needed funds for travel expenses for PT Director's Assistant to include mileage, meals and lodging to Wilmington and 2 trips to Raleigh and 2 lunches for Regional and Best Practices Workshops which also were not submitted in the original budget. We would also like to decrease \$1911.14 to cover the increase of travel expenses that was generated from greater participation of sub-contractors who attended the Fall Conference in Black Mountain in October. Please see the attached documents that breaks down the travel expenses. We are only submitting a portion of what is shown on the "Changes Needed in 2017 Travel Budget" since we have projected a total of travel funds needed for the current grant period of \$3,586.67 which includes site visits and lodging and meals for Heartbeat Conference that were originally included in the budget.

Changes Needed in 2017 Travel Budget

I. Increased Activity and Need in Western NC

- Training new directors in Brevard and Waynesville
- A workshop on early Access to Prenatal Care added in Asheville
- The original plan to cover onsite visits to Asheville, Hendersonville, Taylorsville and Brevard had to be revised. A separate trip to Hendersonville was necessary.

II. Unplanned trip to determine the feasibility of our annual conference at Oak Island, NC

III. Inadvertent Omission of travel to workshops

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- Regional workshops on Pregnancy and Drug Use – Salisbury, Raleigh, Asheville, and Winston Salem (mileage, meals and sometimes lodging) - 596 miles x .535 = \$318.86, lodging 2 nites x 67.30 = \$134.60; 2 lunches and 2 dinners \$29.60 x 2 = \$59.20 Total = **\$512.66**
- Best Practices in Raleigh – 220 miles x .535 = \$117.70, lodging \$67.30, 1 lunch and 1 dinner \$29.60 = **\$214.60**

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- Additional onsite visit to Wilmington (inadvertently left out) – 238 miles x .535 = \$127.33; lodging \$67.30; breakfast, lunch, dinner - \$37.90 = **\$232.53**
- Travel to workshops in Raleigh : Best Practices and Pregnancy and Drug Use –both in Raleigh – Miles 2 x 170 x 2 .535 = \$ 181.90; 2 lunches, \$21.80, = **\$203.70**

Plan for Travel January – May 2017

Dates still undetermined

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1	Winston Salem to Taylorsville (63, to Wilkesboro (18), return to Winston Salem (55)	136	72.76		1L	
2	Winston Salem to Yadkinville and return	40	21.40			
3	Winston Salem to Elkin (44), Sparta (29), and return (72)	145	77.58		1L 1D	
4	Winston Salem to Raleigh (2 centers) (110), Knightdale(15), Smithfield (24), Fuquay Varina (30) and return (195)	284	151.94	2 nights	2L, 2D	
5	Winston Salem to Forest City (124), Shelby (20), Denver (37), Hickory (28) and return (71)	280	149.80		2L, D	
6	Winston Salem to Gastonia (97), Harrisburg (36), return (70)	203	108.61		2L, D	
7	Winston Salem to Burnsville (144) and return	288	154.08		L, D	
Trainings and Workshops						
1	Winston Salem to Wilkesboro and return (Early Access to Prenatal Care workshop)	110	58.85		L	
2	Best Practices workshop – Raleigh (110) and return to Winston Salem	220	117.70	1 night	1L, D	
3	Regional – Salisbury (43) and return	86	46.01			
4	Regional- Raleigh (110) and return	220	117.70	1 night	1L, D	
5	Regional – Asheville (145) and return	290	155.15	1 night	1L, D	
	Total	2,302	\$1,231.57	\$336.50	\$310.00	\$1878.07
Onsite Visits to Centers – PT Directors Assistant						
1	Onsite Visits originally budgeted and will be visited in 2017 less visit to Morehead City – 782 miles, 2 nights lodging and 2 breakfasts, 6 lunches and 2 dinners	782	418.37	134.60	119.40	
2	Greenville to Wilmington and return to Greenville – Onsite Visit	238	127.33	67.30	37.90	
3	Regional \$ Best Practices both in Raleigh – mileage 170 x 2 roundtrips & 2 lunches	340	181.90	0	21.80	
	Total	1360	\$727.60	\$201.90	\$179.10	\$1108.60
Director's Lodging and Meals - Heartbeat Conference April 2017				397.50	202.50	\$600

N.C. Department of Health and Human Services
 Division of Public Health
 Women & Children's Health/ WHB
 Section/Branch

Contract Expenditure Report

Women's Health Branch

AUG 07 2015

Received

31787

Contract ID #: 1787
 1600130447

NCAS #: \$23,302.38

Total Expenditure

July 2015
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

Contractor match is REQUIRED by this contract:
 (Place an "X" in the appropriate box.)

Item Description	YES		X	
	NO		NO	
Item Number	Contractor Amount		DHHS Amount	
Salary /Fringe			\$3,791.20	
Staff Development			\$504.00	
Supplies & Materials-Other			\$188.71	
Travel			\$788.06	
Media/Communication - Logos			\$750.00	
Media/Communication - Advertising			\$37.00	
Media/Communication - Websites & Materials			\$87.00	
Dues & Subscriptions				
Operational Other-Insurance & Bonding				
Subcontracts and Grants				
Utilities - Telephone				
Utilities - Internet				
Sub-Contractors (NC Pregnancy Centers)				
			\$115.03	
			\$20.61	
			\$17,020.77	
Subtotal				
			\$0.00	
			\$23,302.38	

Subtotal

THIS SECTION FOR DPH USE ONLY:
 Company 2B01
 Account
 536G02

Center
 13A1-5832-AR

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, States Director
 Authorized Contractor Printed Name & Title

Mail to: Appropriate Division Contract Administrator

Signature

8/4/15
 Date

PH Contract Administrator Signature & Date
 8/12/15

Contract Administrator Printed Name

Delinda Rosefield 8/12/15
 DHHS-DPH Branch Head Signature & Date

MONTHLY FINANCIAL REPORT

Carolina Pregnancy Care Fellowship

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

June 2015 - May 2016

31787

July 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$39,776.00	\$1,693.04	\$0.00	\$3,791.20	\$34,291.76
Staff Development	\$909.00	\$0.00	\$0.00	\$504.00	\$405.00
Supplies & Materials-Other	\$7,531.00	\$40.33	\$0.00	\$188.71	\$7,301.96
Travel	\$15,662.00	\$39.68	\$0.00	\$788.06	\$14,834.26
Media/Communication - Logos	\$195.00	\$0.00	\$0.00		\$195.00
Media/Communication - Advertising	\$4,529.00	\$0.00	\$0.00	\$750.00	\$3,779.00
Media/Communication - Websites & Materials	\$652.00	\$37.00	\$0.00	\$37.00	\$578.00
Dues & Subscriptions	\$877.00	\$81.00	\$0.00	\$87.00	\$709.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00	\$0.00		\$1,743.00
Utilities-Telephone	\$1,539.00	\$115.03	\$0.00	\$115.03	\$1,308.94
Utilities - Internet	\$352.00	\$31.86	\$0.00	\$20.61	\$299.53
Subcontracts and Grants	\$8,774.00	\$0.00	\$0.00		\$8,774.00
Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$0.00	\$0.00	\$17,020.77	\$200,440.23
TOTAL	\$300,000.00	\$2,037.94	\$0.00	\$23,302.38	\$274,659.68

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Women's Health Branch

JUL 13 2015

Received

Contract Expenditure Report

June 2015
mo/yr of expenditure
Carolina Pregnancy Care Fellowship
Contractor
Bobbie Meyer
Project Director
Training & Technical Assistance to Pregnancy Care Centers
Purpose

31787
Contract ID #: 1787
160013047
NCAS #:
\$2,037.94
Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	YES		NO
	YES	NO	
Salary /Fringe			\$1,693.04
Staff Development			\$0.00
Supplies & Materials-Other			\$40.33
Travel			\$39.68
Media/Communication - Logos			\$0.00
Media/Communication - Advertising			\$0.00
Media/Communication - Websites & Materials			\$37.00
Dues & Subscriptions			\$81.00
Operational Other-Insurance & Bonding			\$0.00
Subcontracts and Grants			\$0.00
Utilities - Telephone			\$115.03
Utilities - Internet			\$31.86
Sub-Contractors (NC Pregnancy Centers)			\$0.00
Subtotal		\$0.00	\$2,037.94
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account Center			
536G02 13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Roberta S. Meyer
Authorized Contractor Printed Name & Title
State Director

Signature

Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel
DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
DHHS-DPH Contract Administrator Printed Name

Delinda Pettiford
DHHS-DPH Branch Head Signature & Date

Delinda Pettiford
DHHS-DPH Branch Head Printed Name

JUL 15, 2015

9:16:34 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____

07/15/2015 09:10:45

OWSE: _____

=====

BUY ENTITY : 2BBS

PO NO. : 1600131787

PO LINE NO. : 1

BLANKET REL. NO. : _____

TAX/VAT CODE :

TAX/VAT COST : .00 BC STATUS :

ADDITIONAL COST CODE: OPER APPR/REJ :

ADDITIONAL COST : .00 DATE APPR/REJ :

GL EFF. DATE : 06/26/2015

QUANTITY ORDERED UOP: 1 CURRENCY CODE :

UNIT PRICE : 300,000.00000 DISTRIBUTION IND:

EXTENDED AMOUNT : 300,000.00

TOTAL LINE VALUE : 300,000.00

QUANTITY ORDERED SKU: 1.00 GL COMPANY : 2B01

TARGET PRICE : .00000 GL ACCOUNT : 536G02

EXTENDED AMOUNT : .00 GL CENTER : 13A15832AR

STANDARD UNIT COST : .00000 PROJ/NCG/FED : 0Y9T0281

EXTENDED AMOUNT : .00 ACCOUNTING RULE : 02

JUL 15, 2015 9:16:39 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 07/15/2015 09:16:26

DWSE: _____

=====

BUY ENTITY	:	2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	:	1600131787	
PO LINE NO.	:	0001	
BLANKET REL. NO.	:		
CURRENCY CODE	:		
PAYMENT BASIS	:	SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
--	--------------------	------------------	---------------

PO HEADER	:	300,000.00	.00	300,000.00
PO HEADER TAX/VAT	:	.00	.00	.00
PO HEADER ADDL COST	:	.00	.00	.00
BLANKET	:			
BLANKET TAX/VAT	:			
BLANKET ADDL COST	:			
PO LINE	:	300,000.00	.00	300,000.00
PO LINE TAX/VAT	:	.00	.00	.00
PO LINE ADDL COST	:	.00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:		Carolina Pregnancy Care Fellowship				
CONTRACT PERIOD:		June 2015 - May 2016				
CONTRACT #:		31787				
REPORTING PERIOD:		June 2015				
		APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS						
(Accounts should match approved budget)						
Salary & Fringe		\$39,776.00	\$0.00	\$0.00	\$1,693.04	\$38,082.96
Staff Development		\$909.00	\$0.00	\$0.00	\$0.00	\$909.00
Supplies & Materials-Other		\$7,531.00	\$0.00	\$0.00	\$40.33	\$7,490.67
Travel		\$15,662.00	\$0.00	\$0.00	\$39.68	\$15,622.32
Media/Communication - Logos		\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Media/Communication - Advertising		\$4,529.00	\$0.00	\$0.00	\$0.00	\$4,529.00
Media/Communication - Websites & Materials		\$652.00	\$0.00	\$0.00	\$37.00	\$615.00
Dues & Subscriptions		\$877.00	\$0.00	\$0.00	\$81.00	\$796.00
Operational Other Insurance & Bonding		\$1,743.00	\$0.00	\$0.00	\$0.00	\$1,743.00
Utilities-Telephone		\$1,539.00	\$0.00	\$0.00	\$115.03	\$1,423.97
Utilities - Internet		\$352.00	\$0.00	\$0.00	\$31.86	\$320.14
Subcontracts and Grants		\$8,774.00	\$0.00	\$0.00	\$0.00	\$8,774.00
Subcontracting/Grants (NC Pregnancy Centers)		\$217,461.00	\$0.00	\$0.00	\$0.00	\$217,461.00
TOTAL		\$300,000.00	\$0.00	\$0.00	\$2,037.94	\$297,962.06

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

Received

JUL 19 2016

Women's Health Branch

June 2016 - 2nd CER

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

33455

Contract ID #:

1600133455

NCAS #:

\$509.00

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

YES	<input checked="" type="checkbox"/> X
NO	<input type="checkbox"/>

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			
Staff Development			
Supplies & Materials - Other			
Equipment (IT)			\$9.00
Equipment (Office)			
Travel			
M/C - Advertising			
M/C - Promotional Items			\$500.00
M/C - Websites & Materials			
Dues & Subscriptions			
Operational Other - Insurance & Bonding			
Subcontracts and Grants			
Utilities - Telephone			
Utilities - Internet			
Sub-Contractors (Pregnancy Centers)			
Subtotal		\$0.00	\$509.00
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

7/15/16
 Date

Mail to: Appropriate Division Contract Administrator

[Signature] 7/20/16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

[Signature] 7/20/16
 DHHS-DPH Branch Head Signature & Date
Belinda Pettiford
 DHHS-DPH Branch Head Printed Name

Jul 21, 2016

12:40:06 PM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

● T FUNCTION: _____ ACTION: _____ HISTORY: _____
BROWSE: _____

07/21/2016 12:40:03

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600133455	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	3,807.86	296,192.14
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
● ANKET ADDL COST	:		
PO LINE	: 300,000.00	3,807.86	296,192.14
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship
 June 2016 - May 2017
 33455
 June 2016

ACCOUNTS	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Salary & Fringe	\$48,942.00	\$1,523.30	\$0.00	\$47,418.70
Staff Development	\$1,013.00		\$0.00	\$1,013.00
Supplies & Materials-Other	\$10,200.00	\$48.39	\$9.00	\$10,142.61
Equipment - IT	\$2,456.00	\$989.99		\$1,466.01
Equipment Office	\$400.00		\$0.00	\$400.00
Travel	\$18,140.00		\$0.00	\$18,140.00
Media/Communication - Advertising	\$6,500.00		\$500.00	\$6,000.00
Media/Communication - Websites & Materials	\$444.00	\$37.00	\$0.00	\$407.00
Media/Communication - Promotional Items	\$758.00	\$0.00	\$0.00	\$758.00
Dues & Subscriptions	\$877.00	\$108.00	\$0.00	\$769.00
Operational Other Insurance & Bonding	\$1,743.00	\$943.00	\$0.00	\$800.00
Utilities-Telephone	\$1,788.00	\$128.84	\$0.00	\$1,659.16
Utilities - Internet	\$352.00	\$29.34	\$0.00	\$322.66
Subcontracts and Grants	\$12,932.00		\$0.00	\$12,932.00
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00		\$0.00	\$193,455.00
TOTAL	\$300,000.00	\$3,807.86	\$509.00	\$295,683.14

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Women's Health Branch

JUL 06 2016

Received

Contract Expenditure Report

June 2016

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

33455

Contract ID #:

1600133455

NCAS #:

\$3,807.86

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	YES		NO	DHHS Amount
	Item Number	Contractor Amount		
Salary/Fringe				\$1,523.30
Staff Development				\$0.00
Supplies & Materials - Other				\$48.39
Equipment (IT)				\$989.99
Equipment (Office)				\$0.00
Travel				\$0.00
M/C - Advertising				\$0.00
M/C - Promotional Items				\$0.00
M/C - Websites & Materials				\$0.00
Dues & Subscriptions				\$37.00
Operational Other - Insurance & Bonding				\$108.00
Subcontracts and Grants				\$943.00
Utilities - Telephone				\$0.00
Utilities - Internet				\$128.84
Sub-Contractors (Pregnancy Centers)				\$29.34
Subtotal				
THIS SECTION FOR DPH USE ONLY:				
Company 2B01			\$0.00	\$3,807.86
Account	Center			
536G02	13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

7/5/16
 Date

Mail to: Appropriate Division Contract Administrator

[Signature] 7/7/16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

[Signature] 7/7/16
 DHHS-DPH Branch Head Signature & Date
Delinda Pettiford
 DHHS-DPH Branch Head Printed Name

7/7/2016

12:59:08 PM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

KT FUNCTION: _____ ACTION: _____ HISTORY: _____ 07/07/2016 12:59:02
BROWSE: _____

=====

BUY ENTITY	:	2BBS		
PO NO.	:	1600133455		
PO LINE NO.	:	1		
BLANKET REL. NO.	:	_____		
TAX/VAT CODE	:		BC STATUS	:
TAX/VAT COST	:	.00	OPER APPR/REJ	:
ADDITIONAL COST CODE:			DATE APPR/REJ	:
ADDITIONAL COST	:	.00	GL EFF. DATE	: 06/02/2016
QUANTITY ORDERED UOP:		1	CURRENCY CODE	:
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:	
EXTENDED AMOUNT	:	300,000.00		
TOTAL LINE VALUE	:	300,000.00	GL COMPANY	: 2B01
QUANTITY ORDERED SKU:		1.00	GL ACCOUNT	: 536G02
ARGET PRICE	:	.00000	GL CENTER	: 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER	:
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED	: 119M02GF
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE	: 02

ent's Health Branch

JUL 06 2016

Received

MONTHLY FINANCIAL REPORT

CONTRACTOR:

CONTRACT PERIOD:

CONTRACT #:

REPORTING PERIOD:

Carolina Pregnancy Care Fellowship

June 2016 - May 2017

33455

June 2016

ACCOUNTS	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Salary & Fringe	\$48,942.00		\$1,523.30	\$47,418.70
Staff Development	\$1,013.00		\$0.00	\$1,013.00
Supplies & Materials-Other	\$10,200.00		\$57.39	\$10,142.61
Equipment - IT	\$2,456.00		\$989.99	\$1,466.01
Equipment Office	\$400.00		\$0.00	\$400.00
Travel	\$18,140.00		\$0.00	\$18,140.00
Media/Communication - Advertising	\$6,500.00		\$500.00	\$6,000.00
Media/Communication - Websites & Materials	\$444.00		\$37.00	\$407.00
Media/Communication - Promotional Items	\$758.00		\$0.00	\$758.00
Dues & Subscriptions	\$877.00		\$108.00	\$769.00
Operational Other Insurance & Bonding	\$1,743.00		\$943.00	\$800.00
Utilities-Telephone	\$1,788.00		\$128.84	\$1,659.16
Utilities - Internet	\$352.00		\$29.34	\$322.66
Subcontracts and Grants	\$12,932.00		\$0.00	\$12,932.00
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00		\$0.00	\$193,455.00
TOTAL	\$300,000.00	\$0.00	\$4,316.86	\$295,683.14

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:

Carolina Pregnancy Care Fellowship
 November 2014 - April 2015
 31318

DATE OF REVISION:

3/1/2015 (Revised)

CENTER'S NAME:

CPCF - Carolina Pregnancy Care Fellowship

LOCATION OF CENTER:

Line Item (e.g. Personnel; Supplies; Equipment)	Previously Approved Budget	Previously Realignment Increase +	Previously Realignment Decrease Use negative number	Increase +	Decrease Use negative number	Revised Budget
Equipment IT	\$245.00			\$130.00		\$375.00
Equipment Office	\$4,374.00	\$1,803.00		\$40.00		\$6,217.00
Utilities-Telephone	\$979.00				(\$84.00)	\$895.00
Dues and Subscriptions	\$668.00	\$304.00			(\$224.61)	\$747.39
Media/Communication-Websites	\$259.00			\$175.00		\$434.00
Supplies & Materials - Other	\$14,243.00		(\$2,107.00)		(\$36.39)	\$12,099.61
						\$0.00
						\$0.00
						\$0.00
TOTAL	\$20,768.00	\$2,107.00	(\$2,107.00)	\$345.00	(\$345.00)	\$20,768.00

Center Director's Signature

Sign here

Contractor Administrator Signature:

(DPH Contract Administrator signs only when revision is approved.)

Sign here

Please give the reason for the change in the justification box:

Equipment IT - Increase to purchase of an external hard drive to back up accounting and other CPCF files.
Equipment - Office to purchase a printing calculator to assist to better calculate figures for grant related reports, documents and submissions.
Revised - Media Communications - Websites: Increase to add events, updates and blog restyle for website. (\$175.00)
Revised - Supplies and Materials-Other: Decrease\$36.39 to provide funds for Website updates (\$36.39). Will reduce purchase of manuals.

*Bold represents lines that are required

**Line item accounts are on your Monthly Financial Form. Only use existing account lines when realigning.

*** Place a minus sign before the number in the negative column.

****Realignment months: January & March 2015

MONTHLY FINANCIAL REPORT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 REPORTING PERIOD:

Carolina Pregnancy Care Fellowship
 November 2014 - May 2015
 31318
 March 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Repair & Maintenance	\$4,413.00	\$2,742.00	(\$228.66)	\$512.67	\$929.67
Staff Development	\$11,733.00	\$3,731.00	(\$3,086.00)	\$1,068.00	\$3,848.00
Supplies & Materials-Other	\$47,404.00	\$29,217.38	\$3,831.92	\$9,881.32	\$12,137.22
Supplies & Materials-Furniture	\$13,597.00	\$6,626.83	\$488.41	\$3,210.33	\$4,248.25
Equipment (IT)	\$21,122.00	\$11,084.59	(\$1,068.48)	\$6,069.74	\$2,899.19
Equipment (Office/Comm)	\$13,615.00	\$9,153.02	\$2,386.89	\$5,079.47	\$1,769.40
Travel	\$13,282.00	\$4,108.22	\$1,069.00	\$2,144.32	\$8,098.46
Media/Communication-Prints	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Media/Communication-Publications	\$2,460.00	\$794.00	(\$179.00)	\$0.00	\$1,487.00
Media/Communication-Logos	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Media/Communication-Advertising	\$17,441.00	\$9,789.44	\$2,452.81	\$6,426.57	\$3,677.80
Media/Communication-Audiovisual	\$4,842.00	\$1,200.00	(\$1,203.00)	\$400.00	\$2,039.00
Media/Communication-Promotional Items	\$9,269.00	\$2,759.90	(\$567.10)	\$107.10	\$5,834.90
Media/Communication-Websites & Materials	\$13,207.00	\$4,933.00	(\$182.91)	\$5,545.09	\$2,546.00
Media/Communication-Public Serv Announcements	\$56.00	\$0.00	(\$56.00)	\$0.00	\$0.00
Dues & Subscriptions	\$462.00	\$258.00	\$0.00	\$45.00	\$159.00
Operating Expenses-Incentives & Participants	\$45,400.00	\$15,255.97	(\$3,392.88)	\$4,074.46	\$22,676.69
Operational Other-Insurance & Bonding	\$236.00	\$0.00	\$0.00	\$23.60	\$212.40
Rent	\$3,457.00	\$1,971.66	(\$193.00)	\$447.33	\$845.01
Utilities- Telephone	\$263.00	\$318.00	\$107.00	\$26.00	\$26.00
Utilities-Electricity	\$321.00	\$70.00	(\$179.00)	\$17.50	\$54.50
Total	\$222,930.00	\$104,013.01	(\$0.00)	\$45,078.50	\$73,838.49

10:50 AM
04/03/15
Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
March 2015

	asheville (NC Grant - Subs)	boone (NC Grant - Subs)	brevard (NC Grant - Subs)	carthage (NC Grant - Subs)	denver (NC Grant - Subs)
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	2,368.40	850.00	959.94	783.57	1,479.91
Total Other Expense	2,368.40	850.00	959.94	783.57	1,479.91
Net Other Income	-2,368.40	-850.00	-959.94	-783.57	-1,479.91
Net Income	-2,368.40	-850.00	-959.94	-783.57	-1,479.91

10:50 AM
04/03/15
Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
March 2015

	elizabeth city (NC Grant - Subs)	elkin (NC Grant - Subs)	franklin (NC Grant - Subs)	fuquay varina (NC Grant - Subs)	gastonia (NC Grant - Subs)
Other Income/Expense					
Other Expense	293.63	890.52	866.98	3,904.76	600.87
79200 - NC Grant Expense			866.98	3,904.76	600.87
Total Other Expense	293.63	890.52			
			-866.98	-3,904.76	-600.87
Net Other Income	-293.63	-890.52			
			-866.98	-3,904.76	-600.87
Net Income	-293.63	-890.52	-866.98	-3,904.76	-600.87

10:50 AM

04/03/15

Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
March 2015

	greenville (NC Grant - Subs)	harrisburg (NC Grant - Subs)	hendersonville (NC Grant - Subs)	jacksonville (NC Grant - Subs)	morehead city (NC Grant - Subs)
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	1,058.82	702.10	1,548.71	1,866.68	1,018.37
Total Other Expense	1,058.82	702.10	1,548.71	1,866.68	1,018.37
Net Other Income	-1,058.82	-702.10	-1,548.71	-1,866.68	-1,018.37
Net Income	-1,058.82	-702.10	-1,548.71	-1,866.68	-1,018.37

10:50 AM

04/03/15

Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
March 2015

	raleigh-brithchoice (NC Grant - Subs)	shelby (NC Grant - Subs)	smithfield (NC Grant - Subs)	sparta (NC Grant - Subs)	statesville (NC Grant - Subs)
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	3,069.00	3,172.77	1,644.29	2,296.93	4,449.58
Total Other Expense	3,069.00	3,172.77	1,644.29	2,296.93	4,449.58
Net Other Income	-3,069.00	-3,172.77	-1,644.29	-2,296.93	-4,449.58
Net Income	-3,069.00	-3,172.77	-1,644.29	-2,296.93	-4,449.58

10:50 AM
04/03/15
Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
March 2015

	taylorville (NC Grant - Subs)	Washington (NC Grant - Subs)	Whiteville (NC Grant - Subs)	wilkesboro (NC Grant - Subs)	yadkinville (NC Grant - Subs)
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	1,603.86	749.64	1,053.92	886.65	6,958.60
Total Other Expense	1,603.86	749.64	1,053.92	886.65	6,958.60
Net Other Income	-1,603.86	-749.64	-1,053.92	-886.65	-6,958.60
Net Income	-1,603.86	-749.64	-1,053.92	-886.65	-6,958.60

10:50 AM

04/03/15

Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
March 2015

	Total NC Grant - Subs (NC Grant)	Total NC Grant:	TOTAL
Other Income/Expense			
Other Expense			
79200 - NC Grant Expense	45,078.50	45,078.50	45,078.50
Total Other Expense	45,078.50	45,078.50	45,078.50
Net Other Income	-45,078.50	-45,078.50	-45,078.50
Net Income	-45,078.50	-45,078.50	-45,078.50

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 CENTER'S NAME:
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 March 2016 - Revised
 CPCF - Carolina Pregnancy Care Fellowship
 Winston Salem, NC

Line Item (e.g. Personnel, Supplies, Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures or reallocations.)
From Sub-Contractors (Pregnancy Centers)	\$0.00			
Equipment Office	\$0.00	\$431.24		(\$8,943.19)
Staff Development	\$809.00	\$599.00		\$431.24
Travel	\$15,862.00	\$836.20		\$1,508.00
Media Communication Websites	\$552.00	\$382.00		\$16,488.20
Supplies and Materials	\$7,531.00	\$4,743.88		\$1,044.00
Telephone	\$1,539.00	\$260.49		\$12,274.68
Internet	\$352.00			\$1,789.49
Furniture	\$0.00			\$232.68
Media Communication Advertising	\$4,828.00	\$1,800.00		(\$0.10)
TOTAL	\$31,174.00	\$9,062.61		\$6,329.00
				(\$9,062.61)
				\$31,174.00

Center Director's Signature

Sign Here

[Signature]

4/5/2016

Date

Contractor Administrator Signature:

(DPH Contract Administrator signs only when realignment is approved.)

Please give the reason for the change in the justification box:

Equipment Office: Purchase Carlson wireless & portable PA system and lapel microphone to use for workshops - \$281.25; 1 HP 6520 Printer from Office Depot \$ 148.99 + shipping. Increase \$431.24

Staff Development: Increase of travel to send Blake Honeycutt, CPCF's State Director's Admin Assistant, to the Heartbeat Conference in Atlanta in March - \$ 599 registration (includes pre-conference day, Increase \$699
 Travel: Airfare to Atlanta \$310.70, 4 nights lodging in Atlanta \$ 779.50 = \$ 318.00 & meals 1 lunch \$10.50 + 2 dinners = \$21.30 x 2 = \$42.60 - Blake's Total = \$682.20; Parking (Bobbie) @ Heartbeat Conference: \$154.00. Increase \$836.20
 Media Communication Websites: Revamp CPCF's website to use a stronger server platform and to rework blog in WordPress due to the existing one not working correctly. Total amount to do work is \$800.00 less \$208 over budgeted = \$392.00
 net amount for increase. Increase \$382.00.

Supplies and Materials: NIFLA Best Practices Manuals 74 x \$7.50 = \$555; 12 - 1 1/2 inch binders and 7 packs of dividers with tabs = \$111.88; 1 box of color file folders - \$18.22; refreshments for Best Practices Workshop - \$189.26 11 mls of black and red ink cartridge replacements for Casio Calculator + shipping = \$44; Training Manuals: 5 Legal Essentials (Heartbeat) @ \$79 each = \$395 2 Pregnancy Clinic Medical Manuals (NIFLA) @ \$249 = \$498; 1 Addictions & Recovery DVD (NIFLA) @ \$48.70; 6 Fetal Alcohol Syndrome series @ \$141.90 (includes shipping) \$861.40 - \$1.86 to balance realignment = \$848.74 - Total Supplies & Materials \$4,743.88
 Utilities: - Internet: Decrease \$119.32 as the monthly amount is less than originally budgeted. We project the last 3 months @ \$ 19.95 = \$59.85. Current balance is \$179.17 less \$59.85 = \$119.32 we would like to decrease. Decrease \$119.32
 Furniture - Telephone: Increase to have enough funds to cover the remaining of the grant period @ \$ 115.03 x 3 = \$345.09 - amount of current balance in account of \$94.80 = net amount of \$260.49. Increase \$280.49
 Media Communication Advertising: 2 1/2 months of Buzzadale managing social media sites and awareness promotion, particularly on facebook - Increase \$1,800.00

Equipment Office: Purchase Carlson wireless & portable PA system and lapel microphone to use for workshops - \$281.25; 1 HP 6520 Printer from Office Depot \$ 148.99 + shipping. Increase \$431.24
 Staff Development: Increase of travel to send Blake Honeycutt, CPCF's State Director's Admin Assistant, to the Heartbeat Conference in Atlanta in March - \$ 599 registration (includes pre-conference day, Increase \$699
 Travel: Airfare to Atlanta \$310.70, 4 nights lodging in Atlanta \$ 779.50 = \$ 318.00 & meals 1 lunch \$10.50 + 2 dinners = \$21.30 x 2 = \$42.60 - Blake's Total = \$682.20; Parking (Bobbie) @ Heartbeat Conference: \$154.00. Increase \$836.20
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 Utilities: - Internet: Decrease \$119.32 as the monthly amount is less than originally budgeted. We project the last 3 months @ \$ 19.95 = \$59.85. Current balance is \$179.17 less \$59.85 = \$119.32 we would like to decrease. Decrease \$119.32
 Furniture - Telephone: Increase to have enough funds to cover the remaining of the grant period @ \$ 115.03 x 3 = \$345.09 - amount of current balance in account of \$94.80 = net amount of \$260.49. Increase \$280.49
 Media Communication Advertising: 2 1/2 months of Buzzadale managing social media sites and awareness promotion, particularly on facebook - Increase \$1,800.00

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 ORGANIZATION'S NAME:
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 10/19/2015
 Carolina Pregnancy Care Fellowship

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Budget
Salary/Fringe	\$39,776.00			\$39,776.00
Repair & Maintenance	\$0.00			\$0.00
Staff Development	\$909.00			\$909.00
Supplies & Materials-Other	\$7,531.00		(\$533.00)	\$6,998.00
Supplies & Materials - Furniture	\$0.00			\$0.00
Equipment IT	\$0.00			\$0.00
Equipment Office and Communication	\$0.00			\$0.00
Travel	\$15,682.00			\$15,682.00
Media/Communication - Publications, Reprints, Audits, PSA, Promotional Items	\$0.00			\$0.00
Media/Communication - Logos	\$195.00			\$195.00
Media/Communication - Advertising	\$4,529.00	\$1,860.00		\$6,419.00
Media/Communication - Websites & Materials	\$862.00	\$150.00		\$602.00
Dues and Subscriptions	\$877.00			\$877.00
Operating Expenses-Incentives & Participants	\$0.00			\$0.00
Operation Other-Insurance & Bonding	\$1,743.00			\$1,743.00
Subcontracts and Grants	\$9,774.00		(\$1,507.00)	\$7,267.00
Utilities-Telephone	\$1,539.00			\$1,539.00
Utilities - Internet	\$352.00			\$352.00
Sub-Contractor Reimbursement	\$0.00			\$0.00
TOTAL	\$82,539.00	\$2,040.00	(\$2,040.00)	\$82,539.00

CPCF Director's Signature & Date

Sign Here

Date

Contractor Administrator Signature:

(Print Contract Administrator name only when revision is approved)

Please give the reason for the change in the justification box:

Decrease a portion of Subcontracts & Grants (travel) by \$1507 for airfare, lodging and meals for Sonographers that was budgeted to come one day prior to Fall Conference. Sonography training was cancelled due to not knowing if State Legislators would approve CPCF's block grant with NCDHHS while they were in extended State Budget deliberations. Advertising exhibit needed for fairs, events and conferences.
 Decrease 7 Legal Essentials Manual due to funds needed more for advertising exhibit display and for additional changes to CPCF's website (\$150) - \$533.00.
 Increase Media Communications Website for additional website alterations (\$150) and increase Media Communication Advertising for display to use at fairs and etc. (\$1860).

John De...
 John De...

10/26/15
 10/21/15

Daniel, Tonya

From: Daniel, Tonya
Sent: Friday, September 04, 2015 11:13 AM
To: Preciose, Jeneen
Subject: RE: CPCF grant

Great! Thanks!

From: Preciose, Jeneen
Sent: Friday, September 04, 2015 11:08 AM
To: Daniel, Tonya
Subject: RE: CPCF grant

Looks good to me. Thank you!

Jeneen M. Preciose
N.C. Department of Health and Human Services
Contracts Team Leader, ALCS Section – Division of Public Health
5605 Six Forks Road
Building 3, 2nd Floor, Room C-14
Raleigh, NC 27609-3811
Phone: (919) 707-5144
Fax: (919) 870-4833
jeneen.preciose@dhhs.nc.gov
<http://publichealth.nc.gov/>

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From: Daniel, Tonya
Sent: Friday, September 04, 2015 11:05 AM
To: Preciose, Jeneen
Subject: RE: CPCF grant

Planning on sending this. Would you say this is adequate?

As far as the realignment, there is no justification regarding what will be modified in the Subcontractor and Grants line item for \$744. What will be removed/omitted? This needs to be stated.

Shelby's budget: For the most part, the budget is fine; however, there is a concern regarding the amount of furniture needed (almost half of the total budget). As you recall in our initial contract construction, there was conversation regarding why the furniture is needed and that justification needed to be added to the budget narrative. At this time, we can approve 2 desks and 2 chairs and the laptop cart. The remaining ~\$3,100 needs to be redistributed to other areas that may impact service quality.

From: Preciose, Jeneen
Sent: Wednesday, September 02, 2015 1:53 PM
To: Daniel, Tonya
Subject: RE: CPCF grant

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

March 2015
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

Women's Health Branch

APR 07 2015

Received

31318
 Contract ID #: 318
 1600130447
 NCAS #:
 \$58,299.80
 Total Expenditure

Contractor match is REQUIRED by this contract:
 (Place an "X" in the appropriate box.)

Item Description	Item Number	X		DHHS Amount
		YES	NO	
Salary & Fringe				\$4,619.68
Dues and Subscriptions				\$243.39
Supplies & Materials - Other				\$881.68
Equipment (IT)				\$129.79
Equipment (Office/Telephone)				\$20.86
Travel				\$916.06
Media/Communication-Websites & Materials				\$212.00
Media/Communication-Advertising				\$3,950.00
Utilities - Internet				\$31.86
Utilities - Telephone				\$131.00
Subcontracting/Grants (Pregnancy Centers)				\$45,078.50
Staff Development				\$0.00
Subcontracts and Grants (CPCF's Workshops)				\$2,084.98
Subtotal			\$0.00	\$58,299.80
THIS SECTION FOR DPH USE ONLY:				
Company 2B01				
Account	Center			
536G02	13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

4/5/15
 Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel 4/8/15
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

Delia d. Pettiford 4/8/15
 DHHS-DPH Branch Head Signature & Date
 Delia d. Pettiford
 DHHS-DPH Branch Head Printed Name

BC

2:39:00 PM

AVAILABLE FUNDS INQUIRY

162

EXT FUNCTION: _____ ACTION: _____

COMP / ACCT / CNTR		ALTERNATE COMP / ACCT / CNTR	
2B01 536G02	13A15832AR	2B01 536G02XXXXX	13A15832AR

ACCT DESC: NGO DIRECTED GRANTS OTHER	ORIG APPROPRIATION:	300,000.00
CNTR DESC:	LAST ACTIVITY:	04/07/2015

	300,000.00	(AUTH. BUDGET)		300,000.00	(AUTH. BUDGET)
-	0.00	(COMMITMENT)	-	0.00	(COMMITMENT)
-	160,180.12	(ENCUMBRANCE)	-	160,180.12	(ENCUMBRANCE)
-	139,819.88	(EXPENDITURE)	-	139,819.88	(EXPENDITURE)
	-----			-----	
=	0.00	(AVAIL BAL)	=	0.00	(AVAIL BAL)

L	OVEREXPEND				A		E		C G						
V	TOLERANCE		BDG	YTD	P	EST		N		L R		ACTIVE		INACTIVE	
POST	AMT	PCT	GRP	LTD	P	REV	EXP	C	COMM	S	P	STAT	DATE	DATE	
1	Y	9999	999		Y Y	N	Y	Y	Y	5	6	0			

Apr 8, 2015

2:42:28 PM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

TEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 04/08/2015 14:42:24
BROWSE: _____

=====

BUY ENTITY	:	2BBS
PO NO.	:	1600131318
PO LINE NO.	:	1
BLANKET REL. NO.	:	_____

TAX/VAT CODE	:		
TAX/VAT COST	:	.00	BC STATUS :
ADDITIONAL COST CODE:			OPER APPR/REJ :
ADDITIONAL COST	:	.00	DATE APPR/REJ :
			GL EFF. DATE : 11/04/2014

QUANTITY ORDERED UOP:	1	CURRENCY CODE	:
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:
EXTENDED AMOUNT	:	300,000.00	
TOTAL LINE VALUE	:	300,000.00	GL COMPANY : 2B01
QUANTITY ORDERED SKU:	1.00	GL ACCOUNT	: 536G02
TARGET PRICE	:	.00000	GL CENTER : 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER :
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED : OWN8022D
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE : 02

Apr 8, 2015 2:42:33 PM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

EXT FUNCTION: ACTION: HISTORY:

04/08/2015 14:42:29

BROWSE:

BUY ENTITY : 2BBS
PO NO. : 1600131318
PO LINE NO. : 0001
BLANKET REL. NO. :
CURRENCY CODE :
PAYMENT BASIS : SIGNATURE

VENDOR: CAROLINA PREGNANCY CARE FELLOW

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER :	300,000.00	139,819.88	160,180.12
PO HEADER TAX/VAT :	.00	.00	.00
PO HEADER ADDL COST :	.00	.00	.00
BLANKET :			
BLANKET TAX/VAT :			
BLANKET ADDL COST :			
PO LINE :	300,000.00	139,819.88	160,180.12
PO LINE TAX/VAT :	.00	.00	.00
PO LINE ADDL COST :	.00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:		Carolina Pregnancy Care Fellowship			
CONTRACT PERIOD:		November 2014- May 2015			
CONTRACT #:		31318			
REPORTING PERIOD:		March 2015			



N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Women's Health Branch

APR 06 2017

Contract Expenditure Report

Received 33455

March 2017

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Contract ID #:

1600133455

NCAS #:

\$38,295.18

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	YES		Contractor Amount	DHHS Amount
	YES	NO		
Salary/Fringe				\$5,549.58
Staff Development				
Supplies & Materials - Other				
Equipment (IT)				\$2,659.29
Equipment (Office)				
Travel				\$126.54
M/C - Advertising				\$1,175.35
M/C - Promotional Items				\$750.00
M/C - Websites & Materials				
Dues & Subscriptions				\$37.00
Operational Other - Insurance & Bonding				\$108.00
Subcontracts and Grants				
Utilities - Telephone				\$318.28
Utilities - Internet				\$121.07
Sub-Contractors (Pregnancy Centers)				\$19.99
				\$27,430.08
Subtotal				
THIS SECTION FOR DPH USE ONLY:				
Company 2B01			\$0.00	\$38,295.18
Account 536G02				
Center 13A1-5832-AR				

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

Signature

Date

Mail to: Appropriate Division Contract Administrator

Cheryl T. Davis-Dukes 7 April 17
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford 4/14/17
 DHHS-DPH Branch Head Signature & Date
Belinda W Pettiford
 DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

Sub-Contractors

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
 June 2016 - May 2017
 33455
 March 2017

	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Repair & Maintenance	\$1,395.30	\$541.58		\$853.72
Staff Development	\$11,380.00	\$9,081.00	\$918.00	\$1,381.00
Supplies & Materials-Other	\$62,860.05	\$40,985.51	\$13,335.58	\$8,538.96
Supplies & Materials-Furniture	\$8,415.95	\$5,735.92	\$1,556.96	\$1,123.07
Equipment (IT) & Professional IT	\$10,600.82	\$5,330.87	\$2,171.41	\$3,098.54
Equipment (Office/Comm)	\$6,035.79	\$3,571.43	\$464.02	\$2,000.34
Travel	\$18,916.04	\$12,677.53	\$55.31	\$6,183.20
Media/Communication-Publications	\$1,927.17	\$1,522.67	\$0.00	\$404.50
Media/Communication-Logos	\$492.01	\$320.00	\$172.01	\$0.00
Media/Communication-Advertising	\$18,656.80	\$14,293.97	\$1,975.43	\$2,387.40
Media/Communication-Audiovisual	\$2,320.00	\$175.00	\$400.00	\$1,745.00
Media/Communication-Promotional Items	\$4,357.99	\$1,858.84	\$379.99	\$2,119.16
Media/Communication-Websites & Materials	\$8,677.83	\$4,798.83	\$764.00	\$3,115.00
Media/Communication-Public Serv Announcements	\$50.00	\$50.00	\$0.00	\$0.00
Dues & Subscriptions	\$571.00	\$346.00	\$225.00	\$0.00
Operating Expenses-Incentives & Participants	\$36,675.25	\$20,663.95	\$5,012.37	\$10,998.93
Rent	\$123.00	\$123.00		\$0.00
Total	\$193,455.00	\$122,076.10	\$27,430.08	\$43,948.82

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 March 2017

ACCOUNTS	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Salary & Fringe				
Staff Development	\$48,942.00	\$28,945.45	\$5,549.58	\$14,446.97
Supplies & Materials-Other	\$1,013.00	\$514.00		\$499.00
Equipment - IT	\$9,329.17	\$4,655.99	\$2,659.29	\$2,013.89
Equipment Office	\$2,579.03	\$2,579.03		\$0.00
Travel	\$400.00	\$0.00	\$126.54	\$273.46
Media/Communication - Advertising	\$21,726.67	\$19,253.89	\$1,175.35	\$1,297.43
Media/Communication - Websites & Materials	\$6,500.00	\$3,503.18	\$750.00	\$2,246.82
Media/Communication - Promotional Items	\$533.00	\$422.00	\$37.00	\$74.00
Dues & Subscriptions	\$758.00	\$0.00		\$758.00
Operational Other Insurance & Bonding	\$1,535.80	\$1,287.00	\$108.00	\$140.80
Utilities-Telephone	\$1,743.00	\$1,743.00		\$0.00
Utilities - Internet	\$1,788.00	\$1,066.78	\$121.07	\$600.15
Subcontracts and Grants	\$352.00	\$332.01	\$19.99	\$0.00
Subcontracting/Grants (NC Pregnancy Centers)	\$9,345.33	\$4,842.63	\$318.28	\$4,184.42
TOTAL	\$193,455.00	\$122,076.10	\$27,430.08	\$43,948.82
	\$300,000.00	\$191,221.06	\$38,295.18	\$70,483.76



CONTRACT BUDGET REALIGNMENT - MARCH 2017

CONTRACTOR: Carolina Pregnancy Care Fellowship
 CONTRACT PERIOD: July 2016 - May 2017
 CONTRACT #: 33456
 DATE OF REVISION: April 2017
 CENTER'S NAME: Carolina Pregnancy Care Fellowship
 LOCATION OF CENTER: Winston Salem, NC

Line Item (e.g. Personnel, Supplies, Equipment)	Approved Contract Budget (As shown on your MFR and/or Budget)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Utilities-Internet	\$362.00	\$74.00	\$0.00	\$426.00
Media/Communication - Advertising	\$6,500.00	\$2,253.18	\$0.00	\$8,753.18
Equipment Office/Communication	\$400.00	\$0.00	(\$273.46)	\$126.54
Utilities-Telephone	\$1,788.00	\$0.00	(\$358.01)	\$1,429.99
Media/Communication - Promotional	\$758.00	\$0.00	(\$758.00)	\$0.00
Subcontracting/Grants	\$9,345.33	\$0.00	(\$3,834.42)	\$5,510.91
Staff Development	\$1,013.00	\$0.00	(\$499.00)	\$514.00
Supplies and Materials - Other	\$9,329.17	\$3,395.71	\$0.00	\$12,724.88
Sub-Contractor to Contractor (Funds Will Not be Used)	Not Applicable	\$0.00	Not Applicable	\$0.00
TOTAL	\$29,485.50	\$5,722.89	(\$5,722.89)	\$29,485.50

Center Director's Signature

Sign here

Charles J. ... Date *25 Apr. 17*

Contractor Administrator Signature:

(DPH Contract Administrator signs only when revision is approved)

Please give the reason for the change in the justification box:

Utilities - Internet increase needed due to cost of service is greater than what was originally budgeted. The increase will cover the cost of \$37 for each April and May. **Media/Communication - Advertising** increase \$2253.18 to add additional advertising by having Buzzadelle come and take pictures and videos at conference for upcoming adds on Facebook. The cost will be \$3,000. \$2,253.18 is the amount needed to continue the monthly Facebook advertising and marketing @ \$750 per month, services also by Buzzadelle. This will give a balance of \$4,500.00. **Equipment Office/Communication** decrease due to not needing a HP 8610 Office Jet Pro printer for Assistant to Director. It was purchased during the prior grant period. **Utilities - Telephone** decrease - Budgeted more than what is actually going to be expended during this grant period. Need only \$242.14 - \$121.07 each for April and May. We budgeted for 12 mths @ \$128.84 but the following is what has been submitted monthly beginning with June 2016 through March 2017 - \$128.84, \$115.03, \$115.03, \$115.03, \$120.86, \$121.07, \$121.07, \$121.07, a total of \$1,167.85, therefore we anticipate April and May changes to be \$121.07 the latest going change rate. **Media/Communication - Promotional** decrease due to not needing flash drives this year \$758.00 (200 @ \$3.79 as originally budgeted). **Subcontracting/Grants** decrease due to lack of interest for Nurse Sonographer Review and participants for Improving Early Prenatal Care Program. Total decrease = \$3834.42. **Staff Development** decrease Budgeted to attend CareNet Conference but decided not to attend this year. **Supplies and Materials Increase** - Purchase 3 Heritage House Practical Fatherhood Curriculum @ \$528.95 each = \$1,589.85, 3 Heritage House The quest for Manhood Curriculum @ \$289.95 = \$869.85, purchase 3 NIFLA manuals - The Pregnancy Clinic @ \$201.50 = \$704.50 and purchase 4 cases of paper @ \$25.99 per case = \$107.96 + \$5.55 shipping charges. Purchase 2 boxes of Bic Pencils @ \$4.90 each and will submit only \$8.00 as being reimbursable by MCHHS grant. Total Supplies and Materials request is \$ 3,395.71

Women's Health Branch

MAY 30 2017

Carolina Pregnancy Care Fellowship

July 2016 - May 2017

33455

22-May-17

Carolina Pregnancy Care Fellowship

Winston Salem

Received

Center Director's Signature

Date _____

Contractor Administrator Signature:
(DPH Contract Administrator signs only when revision is approved.)

Rights are the same except one is positive & other is negative- \$50.00 - (\$50.00)
 Board Chairman
 Charles W. Jr
 Date 5-26-2017
 31 May 17

Sub-Contractor to Contractor Increase: 19 sub-contractors ended the grant period with ending balances in their account lines. 2 subs were over \$500.00, 1 was \$1633.83 and another was \$2,047.26, the remaining were less than \$100, most of them less than \$10. At the end of April total sub-contractors spent \$178,741.12. By the end of May as all May expenditures have been received from sub-contractors will be \$187,159.65. This will leave \$6,295.35 of funds subs didn't spend. Sub-Contractors agreed to transfer funds to CPCF by a signed document. Out of the \$6295.35 CPCF is transferring \$4181.75 leaving \$2,113.60 as unspent funds.

Subcontracts and Grants decrease: Overprojected the amount to pay speaker for May's Prenatal Care Workshop in Gastonia when realigning in April - \$66.30

Salary and Fringes decrease: Project that CPCF will be submitting \$3,220 in salary and wages in May 2016 which leaves \$6552.89 in salary and fringes that will not be used in this category.

Media Communication/Promotional: Plan to purchase 200 Paper Mate Breeze Gel Pens - Solid Barrel per each \$1.58 that will include CPCF's logo and contact information (\$316) - Also purchase 144 Stainless Steel Tumblers @ \$4.89 each with Logo (\$718.56). These will be used to promote CPCF as an organization and to be used as giveaways at fairs and other CPCF events. Total Promotional = \$1034.56

Supplies and Materials: Total Increase request is \$9,471.18 Plan to purchase National Fatherhood Initiative 2 "Be There Campaign Marketing" Kit @ \$99 each \$198 and 1 Complete 24/7 Dad Program @ \$649 and shipping \$75 + Heritage House 250 Fetal Models at 12 weeks @\$.59 white and 250 black=\$295, 20 week fetal models black and white, one of each \$139.90 and shipping \$34.79 + Staples 5 ink cartridges \$248.95, case of copy paper, \$29.99, name badges \$6.29 tax \$19.26 + Staples Lexar jump drive \$17.07 + NIFLA 2 Pregnancy Medical Clinic Manuals \$498, and 2 Policies and Procedures manuals \$190 and shipping \$12.50 + Heartbeat 4 Direct Well manuals \$396.80 and 4 Sample Policies and Procedures manuals \$188.80 and shipping \$18.74 + Celebrate Kids 1 Authentic living Training and shipping - \$353.99. This group of Supplies and Materials = \$3372.08.

Cont'd Supplies and Materials: CareNet: Brochures - Before You Decide Brochures 10 paks of 20 @ \$21.15 = \$211.50, 20 BYD: Informed Decision Check list pack of 50 @ \$21.17 each = \$423.40, BYD: What Should I Know? 10 paks of 50 @ \$23.50 = \$235.00, Faithful Stewards 2 @ \$167.05 = \$334.10, Making Life Disciples Church Curriculum - Leaders Kit 2 @ \$134.95 = \$269.90, Total Care Net = \$1473.09

Cont'd Supplies and Materials: Additional CareNet Brochures - 40 BYD: Informed Decision Check list pack of 50 @ \$21.17 each = \$846.80, BYD: What Should I Know? 40 paks of 50 @ \$23.50 = \$940.00, Faithful Stewards 4 @ \$167.05 = \$668.20, Making Life Disciples Church Curriculum - Leaders Kit 8 @ \$134.95 = \$1079.60 Total Care Net = \$3,534.60

Cont'd Supplies and Materials: Additional Celebrate Kids 6 Authentic Life Training @ \$350.00 each plus shipping = \$2108.94 submitting for realignment \$1091.41.

Travel Increase \$220: The projected amt of travel to complete the grant period and for May is more than what was anticipated. Bobbie's travel has been completed for the grant period. The Assistant Director projects 50 miles for an event and the administrative assistant projects 48 miles for May which is \$52.43, the amount remaining in the account after this realignment.

Dues and Subscriptions Increase \$75.20: This increase will cover the total amount of Dues and Subscriptions that will be submitted in May, the current regular amount of \$108 per month. This is for Citrix and Network for Good.

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

May 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Women's Health Branch

JUN 03 2015

Received

31318

Contract ID # 1318

1600130147

NCAS #:

\$26,896.25

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description			DHHS Amount
	YES	NO	
Salary & Fringe			\$3,297.74
Dues and Subscriptions			\$0.00
Supplies & Materials - Other			\$21,129.53
Equipment (IT)			\$0.00
Equipment (Office/Telephone)			\$0.00
Travel			\$1,042.10
Media/Communication-Websites & Materials			\$37.00
Media/Communication-Advertising			\$0.00
Utilities - Internet			\$31.86
Utilities - Telephone			\$132.02
Subcontracting/Grants (Pregnancy Centers)			\$0.00
Staff Development			\$270.00
Subcontracts and Grants (CPCF's Workshops)			\$0.00
Media/Communication/Promotional Items			\$0.00
Operational Other-Insurance & Bonding			\$956.00
Subtotal			
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account Center			
536G02 13A1-5832-AR			
		\$0.00	\$26,896.25

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

Mail to: Appropriate Division Contract Administrator

DHHS-DPH Contract Administrator Signature & Date

DHHS-DPH Branch Head Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:

Carolina Pregnancy Care Fellowship

CONTRACT PERIOD:

November 2014- May 2015

CONTRACT #:

31318

REPORTING PERIOD:

May 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$26,370.00	\$21,822.98	(\$1,232.02)	\$3,297.74	\$17.26
Staff Development	\$939.00	\$1,029.50	\$360.50	\$270.00	\$0.00
Supplies & Materials-Other	\$14,243.00	\$7,584.87	\$15,649.33	\$21,129.53	\$1,177.93
Equipment (IT)	\$245.00	\$343.96	\$98.96	\$0.00	\$0.00
Equipment (Office/Telephone)	\$4,374.00	\$6,197.44	\$1,823.44	\$0.00	\$0.00
Travel	\$6,614.00	\$6,040.11	\$468.21	\$1,042.10	\$0.00
Communication/Promotional Items	\$985.00	\$718.22	(\$266.78)	\$0.00	\$0.00
Communication/Advertising	\$17,000.00	\$27,084.70	\$10,084.70	\$0.00	\$0.00
Communication/Websites & Materials	\$259.00	\$447.00	\$225.00	\$37.00	\$0.00
Dues & Subscriptions	\$668.00	\$747.39	\$79.39	\$0.00	\$0.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00	(\$787.00)	\$956.00	\$0.00
Utilities-Telephone	\$979.00	\$760.46	(\$86.54)	\$132.00	\$0.00
Utilities - Internet	\$224.00	\$191.16	(\$0.98)	\$31.86	(\$0.00)
Subcontracts and Grants	\$2,427.00	\$2,184.98	(\$242.02)	\$0.00	\$0.00
Subcontracting/Grants (Preg Ctrs)	\$222,930.00	\$196,755.81	(\$26,174.19)	\$0.00	\$0.00
TOTAL	\$300,000.00	\$271,908.58	\$0.00	\$26,896.23	\$1,195.19

JUN 8 2015

10:31:42 AM

BC

AVAILABLE FUNDS INQUIRY

162

NEXT FUNCTION: _____ ACTION: _____

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=====
COMP / ACCT / CNTR                ALTERNATE COMP / ACCT / CNTR
2B01 536G02                      13A15832AR  2B01 536G02XXXXX  13A15832AR
```

ACCT DESC: NGO DIRECTED GRANTS OTHER ORIG APPROPRIATION: 300,000.00
 CNTR DESC: LAST ACTIVITY: 06/05/2015

	300,000.00	(AUTH. BUDGET)		300,000.00	(AUTH. BUDGET)
-	0.00	(COMMITMENT) -		0.00	(COMMITMENT)
-	28,091.42	(ENCUMBRANCE) -		28,091.42	(ENCUMBRANCE)
-	271,908.58	(EXPENDITURE) -		271,908.58	(EXPENDITURE)
-----			-----		
=	0.00	(AVAIL BAL)	=	0.00	(AVAIL BAL)

L	OVEREXPEND	A	E	C G																
V	TOLERANCE	BDG YTD P	EST	N	L R															
L	POST AMT	PCT	GRP LTD P	REV EXP	C COMM	S P	STAT	ACTIVE	INACTIVE											
								DATE	DATE											
1	Y	9999	999		Y	Y	N	Y	Y	Y	Y	5	6	0						

JUN 8 2015

10:40:50 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____

06/08/2015 10:40:39

BROWSE: _____

=====

BUY ENTITY	:	2BBS	VENDOR:	CAROLINA PREGNANCY CARE FELLOW
PO NO.	:	1600131318		
PO LINE NO.	:	0001		
BLANKET REL. NO.	:			
CURRENCY CODE	:			
PAYMENT BASIS	:	SIGNATURE		

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	271,908.58	28,091.42
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	271,908.58	28,091.42
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

Jun 8 2015

10:40:44 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____

BROWSE: _____

06/08/2015 10:40:33

=====

BUY ENTITY	:	2BBS
PO NO.	:	1600131318
PO LINE NO.	:	1
BLANKET REL. NO.	:	_____

TAX/VAT CODE	:	
TAX/VAT COST	:	.00
ADDITIONAL COST CODE:		
ADDITIONAL COST	:	.00

BC STATUS	:	
OPER APPR/REJ	:	
DATE APPR/REJ	:	
GL EFF. DATE	:	11/04/2014

QUANTITY ORDERED UOP:	1
UNIT PRICE	: 300,000.00000
EXTENDED AMOUNT	: 300,000.00
TOTAL LINE VALUE	: 300,000.00

CURRENCY CODE	:	
DISTRIBUTION IND:		

QUANTITY ORDERED SKU:	1.00
TARGET PRICE	: .00000
EXTENDED AMOUNT	: .00
STANDARD UNIT COST	: .00000
EXTENDED AMOUNT	: .00

GL COMPANY	:	2B01
GL ACCOUNT	:	536G02
GL CENTER	:	13A15832AR
BID NUMBER	:	
PROJ/NCG/FED	:	OWN8022D
ACCOUNTING RULE	:	02

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

May 2016

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

31787

Contract ID #:

1600131787

NCAS #:

\$14,598.39

Total Expenditure

Women's Health Branch

MAY 31 2016

Received

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	YES		DHHS Amount
	Item Number	Contractor Amount	
Salary /Fringe			\$4,210.03
Staff Development			
Supplies & Materials-Other			
Travel			\$3,132.03
Media/Communication - Logos			\$1,180.26
Media/Communication - Advertising			
Media/Communication - Websites & Materials			
Dues & Subscriptions			\$37.00
Operational Other-Insurance & Bonding			\$253.57
Subcontracts and Grants			
Utilities - Telephone			
Utilities - Internet			\$115.03
Sub-Contractors (NC Pregnancy Centers)			\$19.95
Supplies & Materials - Furniture			\$5,650.52
Equipment - Office			
Subtotal			
THIS SECTION FOR DPH USE ONLY:		\$0.00	\$14,598.39
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

Signature

Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel 6/3/16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

Belinda Peterson 6/3/16
 DHHS-DPH Branch Head Signature & Date
Belinda Peterson
 DHHS-DPH Branch Head Printed Name

Jun 6, 2016 4:49:57 PM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

XT FUNCTION: _____ ACTION: _____ HISTORY: _____ 06/06/2016 16:40:42
BROWSE: _____

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=====
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BUY ENTITY	:	2BBS	
PO NO.	:	1600131787	
PO LINE NO.	:	1	
BLANKET REL. NO.	:	_____	
TAX/VAT CODE	:		
TAX/VAT COST	:	.00	BC STATUS :
ADDITIONAL COST CODE:			OPER APPR/REJ :
ADDITIONAL COST	:	.00	DATE APPR/REJ :
			GL EFF. DATE : 06/26/2015
QUANTITY ORDERED UOP:		1	CURRENCY CODE :
UNIT PRICE	:	300,000.00000	DISTRIBUTION IND:
EXTENDED AMOUNT	:	300,000.00	
TOTAL LINE VALUE	:	300,000.00	GL COMPANY : 2B01
QUANTITY ORDERED SKU:		1.00	GL ACCOUNT : 536G02
ARGET PRICE	:	.00000	GL CENTER : 13A15832AR
EXTENDED AMOUNT	:	.00	BID NUMBER :
STANDARD UNIT COST	:	.00000	PROJ/NCG/FED : 0Y9T0281
EXTENDED AMOUNT	:	.00	ACCOUNTING RULE : 02

BC

162

XT FUNCTION: _____ ACTION: _____

L	OVEREXPEND				A		E		C G					
V	TOLERANCE		BDG	YTD	P	EST		N	L R				ACTIVE	INACTIVE
POST	AMT	PCT	GRP	LTD	P	REV	EXP	C	COMM	S	P	STAT	DATE	DATE
1	Y	9999	999		Y	Y	N	Y	Y	Y	5	6	0	

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

May 2017

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Women's Health Branch

JUN 09 2017

Received

33455

Contract ID #:

1600133455

NCAS #:

\$26,428.16

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	Item Number	x		DHHS Amount
		YES	NO	
Salary/Fringe				\$2,902.66
Staff Development				
Supplies & Materials - Other				\$12,193.63
Equipment (IT)				
Equipment (Office)				
Travel				\$549.00
M/C - Advertising				\$750.00
M/C - Promotional Items				\$1,034.56
M/C - Websites & Materials				\$37.00
Dues & Subscriptions				\$108.00
Operational Other - Insurance & Bonding				
Subcontracts and Grants				\$283.70
Utilities - Telephone				\$114.08
Utilities - Internet				\$37.00
Sub-Contractors (Pregnancy Centers)				\$8,418.53
Subtotal			\$0.00	\$26,428.16
THIS SECTION FOR DPH USE ONLY:				
Company 2B01				
Account	Center			
536G02	13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

6/8/17

Mail to: Appropriate Division Contract Administrator

Cheryl T. Davis-Dukes June 17

DHHS-DPH Contract Administrator Signature & Date

Cheryl T. Davis-Dukes

DHHS-DPH Contract Administrator Printed Name

Tara Owens Shuler for BP 6/9/17

DHHS-DPH Branch Head Signature & Date

Tara Owens Shuler for BP

DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 May 2017

	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Salary & Fringe	\$42,389.11	\$39,169.11	\$2,902.66	\$317.34
Staff Development	\$514.00	\$514.00		\$0.00
Supplies & Materials-Other	\$22,196.06	\$10,002.43	\$12,193.63	\$0.00
Equipment - IT	\$2,579.03	\$2,579.03		\$0.00
Equipment Office	\$126.54	\$126.54		\$0.00
Travel	\$21,946.67	\$21,397.42	\$549.00	\$0.25
Media/Communication - Advertising	\$8,753.18	\$8,003.18	\$750.00	\$0.00
Media/Communication - Websites & Materials	\$533.00	\$496.00	\$37.00	\$0.00
Media/Communication - Promotional Items	\$1,034.56	\$0.00	\$1,034.56	\$0.00
Dues & Subscriptions	\$1,611.00	\$1,503.00	\$108.00	\$0.00
Operational Other Insurance & Bonding	\$1,743.00	\$1,743.00		\$0.00
Utilities-Telephone	\$1,429.99	\$1,301.93	\$114.08	\$13.98
Utilities - Internet	\$426.00	\$389.00	\$37.00	\$0.00
Subcontracts and Grants	\$5,444.61	\$5,160.91	\$283.70	\$0.00
Subcontracting/Grants (NC Pregnancy Centers)	\$189,273.25	\$178,741.12	\$8,418.53	\$2,113.60
TOTAL	\$300,000.00	\$271,126.67	\$26,428.16	\$2,445.17

MONTHLY FINANCIAL REPORT

Sub-Contractors

CONTRACTOR:	Carolina Pregnancy Care Fellowship Sub-Contractors
CONTRACT PERIOD:	June 2016 - May 2017
CONTRACT #:	33455
REPORTING PERIOD:	May 2017

	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS- ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Repair & Maintenance	\$1,395.30	\$917.30	\$418.50	\$59.50
Staff Development	\$11,630.00	\$9,999.00	\$950.90	\$680.10
Supplies & Materials-Other	\$64,310.39	\$60,256.60	\$1,724.40	\$2,329.39
Supplies & Materials-Furniture	\$8,363.47	\$7,389.35	\$906.78	\$67.34
Equipment (IT) & Professional IT	\$9,189.67	\$8,901.28		\$288.39
Equipment (Office/Comm)	\$5,230.53	\$5,230.53		\$0.00
Travel	\$19,309.59	\$17,556.83	\$273.34	\$1,479.42
Media/Communication-Publications	\$1,927.17	\$1,687.67	\$153.00	\$86.50
Media/Communication-Logos	\$492.01	\$492.01		\$0.00
Media/Communication-Advertising	\$18,678.17	\$18,003.72	\$629.45	\$45.00
Media/Communication-Audiovisual	\$2,320.00	\$2,320.00		\$0.00
Media/Communication-Promotional Items	\$4,290.99	\$3,520.26	\$766.16	\$4.57
Media/Communication-Websites & Materials	\$8,331.46	\$7,127.83	\$25.00	\$1,178.63
Media/Communication-Public Serv Announcements	\$50.00	\$50.00		\$0.00
Dues & Subscriptions	\$571.00	\$571.00		\$0.00
Operating Expenses-Incentives & Participants	\$37,242.25	\$34,594.74	\$2,571.00	\$76.51
Rent	\$123.00	\$123.00		\$0.00
Subcontractor to Contractor	(\$4,181.75)			(\$4,181.75)
Total	\$189,273.25	\$178,741.12	\$8,418.53	\$2,113.60

5:37 PM

06/05/17

Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
May 2017

	asheville (NC Grant - Subs)	brevard (NC Grant - Subs)	burnsville (NC Grant - Subs)	carthage (NC Grant - Subs)	elkin (NC Grant - Subs)
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	200.00	1,662.53	470.82	129.95	905.62
Total Other Expense	200.00	1,662.53	470.82	129.95	905.62
Net Other Income	-200.00	-1,662.53	-470.82	-129.95	-905.62
Net Income	-200.00	-1,662.53	-470.82	-129.95	-905.62

5:37 PM
06/05/17
Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
May 2017

	franklin (NC Grant - Subs)	harrisburg (NC Grant - Subs)	morehead city (NC Grant - Subs)	smithfield (NC Grant - Subs)	sparta (NC Grant - Subs)
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	198.41	838.11	1,509.07	520.99	695.00
Total Other Expense	198.41	838.11	1,509.07	520.99	695.00
Net Other Income	-198.41	-838.11	-1,509.07	-520.99	-695.00
Net Income	-198.41	-838.11	-1,509.07	-520.99	-695.00

5:37 PM

06/05/17

Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
 May 2017

	statesville (NC Grant - Subs)	wilkesboro (NC Grant - Subs)	yadkinville (NC Grant - Subs)	Total NC Grant - Subs (NC Grant)	Total NC Grant
Other Income/Expense					
Other Expense					
79200 - NC Grant Expense	634.11	635.33	18.59	8,418.53	8,418.53
Total Other Expense	634.11	635.33	18.59	8,418.53	8,418.53
Net Other Income	-634.11	-635.33	-18.59	-8,418.53	-8,418.53
Net Income	-634.11	-635.33	-18.59	-8,418.53	-8,418.53

5:37 PM
06/05/17
Accrual Basis

Carolina Pregnancy Care Fellowship, Inc.
Profit & Loss by Class
May 2017

	TOTAL
Other Income/Expense	
Other Expense	
79200 - NC Grant Expense	8,418.53
Total Other Expense	8,418.53
Net Other Income	-8,418.53
Net Income	-8,418.53

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 CENTER'S NAME:
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 May 18, 2016
 CPOF - Carolina Pregnancy Care Fellowship
 Winston Salem, NC

Line Item (e.g. Personnel, Supplies, Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures or reallocations.)
From Sub-Contractors (Pregnancy Centers)	\$208,517.81		(\$1,430.94)	\$207,086.87
Equipment IT	\$257.00		(\$257.00)	\$0.00
Travel	\$18,824.20	\$692.59		\$19,516.79
Salary and Fringes	\$43,086.00	\$257.00		\$43,323.00
Dues and Subscriptions	\$877.00	\$228.96		\$1,105.96
Supplies and Materials	\$7,773.84	\$2,889.88		\$10,663.72
Subcontracts and Grants	\$5,604.09		(\$2,380.49)	\$3,223.60
TOTAL	\$284,919.94	\$4,068.43	(\$4,068.43)	\$284,919.94

Center Director's Signature

Sign here

NCDHHS Contractor Administrator Signature:

(OPH Contract Administrator signs only when revision is approved)

Please give the reason for the change in the justification box:

Sub-Contractors (Pregnancy Centers): \$1,430.94 the cumulative amount of various sub-contractors with funds that will not be spent in May. The majority of funds are from Equipment, Travel and Advertising or small amounts in their ending balance.

Equipment IT Decrease: Decided the chip credit card reader wasn't needed at this time - \$257.00.

Travel Increase: Projected that in May there will be 4 nights lodging - \$268.20, 7 lunches - \$78.30 and 5 dinners - \$89.50 that Blake and Bobbie will be needing for site visits. Also projected Blake and Bobbie will collectively be traveling 1,331 miles in May @ \$5.54 per mile = \$7,187.74. The travel expenses total to \$1,180.28 and the current balance in account line is \$487.67 leaving another \$692.59 to complete traveling for the 2015-2016 grant period.

Dues and Subscriptions Increase: \$24.39 the amount needed to bring the ending balance up to \$49 to cover May's Go-to-Meeting monthly charge, and an annual renewal of \$204.57 with Constant Contact.

Subcontract and Grants Decrease: Leftover funds not used for Ultrasound Training during this grant period.

Supplies and Materials Increase: 4 Foremost 327606 Moduler Cube Storage for supplies - \$63.68 at Amazon.com; 3 cases of paper at Staples \$29.99 +tax per case = \$96.49. Box of folders and envelopes each - \$58.26 - \$7.21 in current ending account balance = \$ 62.05. 8 Heritage House "Unborn Addicts" DVDs @ \$181.90 = \$971.40. Heritage House vitamins 41 boxes at \$36.00 includes shipping (\$81.19) = \$1,657.19- 2 rolls of stamps = \$44.00, 2 boxes of file folders @ \$7.79 ea with tax = \$16.71, 1 case with 5 reams of copy paper with tax = \$30.01, 1 bag of rubber bands with tax = \$8.35 Total Supplies and Materials = \$2,889.88.

Salary and Fringes Increase: \$275.00. The average of the last 3 months Salaries and Fringes has been \$4,807 per month. The current ending balance is \$4,394.75 a difference of \$412.25. Transferring a funds from the decrease from Equipment IT to Salary to cover a portion of Salary and Fringes to conclude the amount of Salary and Fringe for the 2015-2016 grant period.

5/18/16

Date

5/19/16

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 ORGANIZATION'S NAME:
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 10/19/2015
 Carolina Pregnancy Care Fellowship

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Budget
Salary/Fringe	\$39,776.00			\$39,776.00
Repair & Maintenance	\$0.00			\$0.00
Staff Development	\$909.00			\$909.00
Supplies & Materials-Other	\$7,531.00		(\$533.00)	\$6,998.00
Supplies & Materials - Furniture	\$0.00			\$0.00
Equipment IT	\$0.00			\$0.00
Equipment Office and Communication	\$0.00			\$0.00
Travel	\$15,862.00			\$15,862.00
Media/Communication - Publications, Reprints, Audiovisual, PSA, Promotional Items	\$0.00			\$0.00
Media/Communication - Logos	\$195.00			\$195.00
Media/Communication - Advertising	\$4,629.00	\$1,890.00		\$6,419.00
Media/Communication - Websites & Materials	\$652.00	\$150.00		\$802.00
Dues and Subscriptions	\$877.00			\$877.00
Operating Expenses-Incentives & Participants	\$0.00			\$0.00
Operation Other-Insurance & Bonding	\$1,743.00			\$1,743.00
Subcontracts and Grants	\$8,774.00		(\$1,507.00)	\$7,267.00
Utilities-Telephone	\$1,539.00			\$1,539.00
Utilities - Internet	\$352.00			\$352.00
Sub-Contractor Realignment	\$0.00			\$0.00
TOTAL	\$82,539.00	\$2,040.00	(\$2,040.00)	\$82,539.00

CPCF Director's Signature & Date

Sign here

Date

Contractor Administrator Signature:

(CPCF Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Decrease a portion of Subcontracts & Grants (travel) by \$1507 for airfare, lodging and meals for Sonographers that was budgeted to come one day prior to Fall Conference. Sonography training was cancelled due to not knowing if State legislators would approve CPCF's block grant with NCDHHS while they were in extended State Budget deliberations. Advertising exhibit needed for fairs, events and conferences.
 Decrease 7 Legal Essentials Manual due to funds needed more for advertising exhibit display and for additional changes to CPCF's website (\$150) - \$533.00.
 Increase Media Communications Websites for additional website alterations (\$150) and increase Media Communication Advertising for display to use at fairs and etc. (\$1890).

Debra D. Daniel
 Debra D. Daniel

10/21/15

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 CENTER'S NAME:
 LOCATION OF OFFICE:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 9-Dec-15
 Carolina Pregnancy Care Fellowship
 Winston Salem, NC

Line Item (e.g. Personnel, Supplies, Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Salary/Fringe	\$39,776.00	\$3,290.00		\$43,066.00
Travel	\$15,662.00	\$2,326.00		\$17,988.00
Supplies and Materials - Other	\$7,531.00			\$2,206.03
Media Communications/Logo	\$195.00			\$0.00
Subcontracting and Grants	\$8,774.00			\$6,677.97
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$71,938.00	\$5,616.00	(\$5,616.00)	\$71,938.00

Center Director's Signature

Sign here

Date

Contractor Administrator Signature:

(CPH Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Bobbie Meyer

Increase of Salary & Fringe: New position - State Director's Assistant. This individual will be assisting with site visits and grant related trainings primarily serving sub-contractors and pregnancy centers in eastern NC. Projected number of hours per month is 30 hrs at a rate of \$20 per hour for the last 5 months of 2015-2016 Maternal Health Grant (Jan - May 2016). = \$3,000 + .0837 fringes (FICA, Medicare and ESC) + Worker's Compensation = \$30. - Total for new position is \$3,290.00.

Increase of Travel: Projected miles for new position 1,253 miles for 5 months @ \$5.575 = \$7,204.48 + 2 overnight stays - lodging and meals @ \$105.20 per day = \$210.40 - Total travel for State Director's Assistant = \$930.88. Need to shift more funds to offset the increase travel expenses related to Fall Conference due to more rooms (47), participants (88) and the increased allowable rate for lodging, lunch and dinner = \$1,395.00. This will allow for continuance of what was originally budgeted for on-site visits, Heartbeat Conference and administrative assistant's monthly mileage that yet to take place for the remainder of the grant period. Decrease Supplies and Materials \$5,324.97 - 1 pkg CD labels- \$50.59; 10 cases of paper- \$515; 38 cartridges of ink- \$3,912.87; 9 binders- \$51.03; 6 boxes of brochure paper- \$209.94; 4 packs of gusset hanging folders- \$80.00; balance of packets of CDs \$147.54; 2 Medical Essentials Manual Heartbeat- \$198.00; balance of Legal Essentials manual- \$20; 4 Heartbeat Sample Policies & Procedures \$160.00. Decrease Subcontracting and Grants \$96.03 - Balance of travel expenses of sonographers pre Fall Conference not used or realigned.

**Line item accounts are on your Monthly Financial Form. Only use existing account lines when realigning.

*** Place a minus sign before the number in the negative column.

***Realignment months: August 5, 2015 & March 4, 2016

Daniel, Tonya

From: Joanie Page, CPCF Bookkeeper <bookkeepercpcf@aol.com>
Sent: Tuesday, December 29, 2015 1:38 PM
To: Daniel, Tonya; 'Bobbie Meyer'
Subject: RE: revised realignment response

We had budgeted \$195 for Media Communications/Logo – Logo Development. We decided that hiring the new person was more important than logo development at this time. Sorry I didn't get that included on the realignment form.

From: Daniel, Tonya [<mailto:tonya.daniel@dhhs.nc.gov>]
Sent: Tuesday, December 29, 2015 1:22 PM
To: Bobbie Meyer <directorcpcf@aol.com>
Cc: bookkeepercpcf@aol.com
Subject: RE: revised realignment response
Importance: High

Hi all!

One question about the December realignment. Your Media line is decreased by \$195. Can you tell me what was reduced?

From: Bobbie Meyer [<mailto:directorcpcf@aol.com>]
Sent: Wednesday, December 16, 2015 2:01 PM
To: Daniel, Tonya
Cc: bookkeepercpcf@aol.com
Subject: revised realignment response

Sorry. There were omissions in the first attachment.

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

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Daniel, Tonya

From: Bobbie Meyer <directorcpf@aol.com>
Sent: Wednesday, December 16, 2015 12:56 PM
To: Daniel, Tonya
Subject: answers to realignment questions
Attachments: Plan for Mileage and Meals for PT Director.docx

Please see my answers in red below.

Could you give me the percentages for the specific fringe benefits? Typical full time FICA is about 7.65%, Medicare, ESC, Workers' Comp? When I put it into the budget spreadsheet in our system, I'll need to have this.

FICA and Medicare jointly is 7.65% - doesn't matter if part time or full time.

ESC will be .00720

WCI is rated and 1/3 charge. The rated is .29 per \$100 of wage amount and 1/3 of \$235 for Expense Constant, Terrorism and CAT

Can you also give me a little more details on the lodging and meals, specifically, which meals are included in the \$105.20 for the new assistant? Please see attachment.

Same for the \$1395...I need a breakout for that amount. What does it include x rooms at \$65.90; x lunches for # participants at \$10.70...that type of info.

Current allowed lodging is \$67.30. The details are already built into our contract budget. We are realigning into Travel because of the increased conference costs.

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

* Media (\$195) decided to forego. Additional staff more important.

Plan for Mileage and Meals for PT Director's Assistant

1. Greenville to Kinston and return (60 miles).
2. Greenville to Washington and return (44 miles).
3. Greenville to Roanoke Rapids (86 miles, lunch, to Ahoskie (47 miles, overnight, to Greenville (59 miles).
4. Greenville to Elizabeth City (90 miles), lunch, to Nags Head (58 miles), overnight, to Greenville (121 miles).
5. Greenville to Morehead City (79) miles, lunch, to Greenville (79 miles)
6. Greenville to Rocky Mount (43 miles), lunch, to Wilson (20 miles), to Greenville (36 miles)
7. Greenville to Goldsboro and return to Greenville (118 miles) lunch
8. Greenville to Whiteville (136 miles), lunch, to Wilmington (46 miles), overnight, to Jacksonville (58 miles), lunch, to Greenville (73 miles)
9. Greenville to Kinston and return (60 miles)

Total miles = 1253

6 lunches
3 overnights > covering most but not all.

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
DATE OF REVISION:
CENTER'S NAME:
LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship	June 2016 - May 2016
	3/17/87
CPCF - Carolina Pregnancy Care Fellowship	May 18, 2016
Winston Salem, NC	

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures or reallocments.)
From Sub-Contractors (Pregnancy Centers)	\$208,517.81		(\$1,430.94)	\$207,086.87
Equipment IT	\$257.00		(\$257.00)	\$0.00
Travel	\$18,824.20	\$692.59		\$19,516.79
Salary and Fringes	\$43,066.00	\$257.00		\$43,323.00
Dues and Subscriptions	\$877.00	\$228.96		\$1,105.96
Supplies and Materials	\$7,773.84	\$2,869.88		\$10,643.72
Subcontracts and Grants	\$5,604.08		(\$2,380.49)	\$3,223.60
TOTAL	\$284,919.94	\$4,068.43	(\$4,068.43)	\$284,919.94

Center Director's Signature

Sign here

Date:

NCDHHS Contractor Administrator Signature:

(DPH Contract Administrator signs only when revision is approved,

Please give the reason for the change in the justification box:

sub-contractors (Fragility Centers): \$1,430,294 the cumulative amount of various sub-contractors with funds that will not be spent in May. The majority of funds are from Equipment, Travel and Advertising or small amounts in their ending balance.

Equipment IT Decrease: Decided the chip credit card reader wasn't needed at this time - \$257.00

travelled 1,331 miles in May @ \$5.54 per mile = \$7,169.74. The travel expenses total to \$1,180.26 and the current balance in account line is \$487.67 leaving another \$692.59 to complete travelling for the 2015-2016 grant period.

Dues and Subscriptions Increase: \$24.39 (the amount needed to bring the ending balance up to \$48 to cover May's Go-to-Meeting monthly charge, and an annual renewal of \$204.57 with Constant Contact

SubContract and Grants Decrease: Leftover funds not used for Ultrasound Training during this grant period

Supplies and Expenses Incurred, 12/27/2011: 1000 Individual Value Storage for supplies - \$363.99 on Amazon.com, 3 cases of paper at Staples \$29.99 each plus tax per case = \$96.49. Box of folders and envelopes each - \$59.26 @ \$7.21 in current ending account balance = \$ 62.05, 8 Heritage House "Unborn Addicts" DVDs @ \$181.90 = \$971.40, Heritage House vitamins 41 boxes @ \$7.77 ea with tax = \$16.71, 1 case with 5 reams of copy paper with tax = \$30.01, 1 bag of rubber bands with tax = \$8.35 Total Supplies and Materials = \$2,889.88.

Salary and Fringes increase: \$215,000. The average of the last 3 months salaries and Fringes has been \$4,807 per month. The current ending balance is \$4,394.75 a difference of \$412.25. Transferring a funds from the decrease from Equipment IT to Salary to cover a portion of Salary and Fringes to conclude the amount of Salary and Fringe for the 2015-2016 grant period.

CONTRACT BUDGET REALIGNMENT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
DATE OF REVISION:
ORGANIZATION'S NAME:
LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 June 2015 - May 2016
 31787
 10/19/2015
 Carolina Pregnancy Care Fellowship

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Budget
Salary/Fringe	\$39,776.00			\$39,776.00
Repair & Maintenance	\$0.00			\$0.00
Staff Development	\$909.00			\$909.00
Supplies & Materials-Other	\$7,531.00		(\$533.00)	\$6,998.00
Supplies & Materials - Furniture	\$0.00			\$0.00
Equipment IT	\$0.00			\$0.00
Equipment Office and Communication	\$0.00			\$0.00
Travel	\$15,862.00			\$15,862.00
Media/Communication - Publications, Reprints, Audiovisual, PSA, Promotional Items	\$0.00			\$0.00
Media/Communication - Logos	\$195.00			\$195.00
Media/Communication - Advertising	\$4,629.00	\$1,890.00		\$6,419.00
Media/Communication - Websites & Materials	\$652.00	\$150.00		\$802.00
Dues and Subscriptions	\$877.00			\$877.00
Operating Expenses-Incentives & Participants	\$0.00			\$0.00
Operation Other-Insurance & Bonding	\$1,743.00			\$1,743.00
Subcontracts and Grants	\$8,774.00		(\$1,507.00)	\$7,267.00
Utilities-Telephone	\$1,539.00			\$1,539.00
Utilities - Internet	\$352.00			\$352.00
Sub-Contractor Realignment	\$0.00			\$0.00
TOTAL	\$82,539.00	\$2,040.00	(\$2,040.00)	\$82,539.00

CPCF Director's Signature & Date

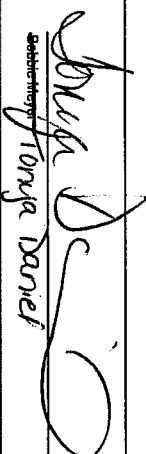
Sign here

Date

Contractor Administrator Signature:
 (CPCF Contract Administrator signs only when revision is approved.)

Please give the reason for the change in the justification box:

Decrease a portion of Subcontracts & Grants (travel) by \$1507 for airfare, lodging and meals for Sonographers that was budgeted to come one day prior to Fall Conference. Sonography training was cancelled due to not knowing if State legislators would approve CPCF's block grant with NCDHHS while they were in extended State Budget deliberations. Advertising exhibit needed for fairs, events and conferences.
 Decrease 7 Legal Essentials Manual due to funds needed more for advertising exhibit display and for additional changes to CPCF's website (\$150) - \$533.00.
 Increase Media Communications Websites for additional website alterations (\$150) and increase Media Communication Advertising for display to use at fairs and etc. (\$1890).


 Deborah Franks Daniel

10/21/15

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
DATE OF REVISION:
CENTER'S NAME:
LOCATION OF OFFICE:

Carolina Pregnancy Care Fellowship
June 2015 - May 2016
31787
9-Dec-15
Carolina Pregnancy Care Fellowship
Winston Salem, NC

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Salary/Fringe	\$39,776.00	\$3,290.00		\$43,066.00
Travel	\$15,662.00	\$2,326.00		\$17,988.00
Supplies and Materials - Other	\$7,531.00		(\$5,324.97)	\$2,206.03
Media Communications/Logo	\$195.00		(\$195.00)	\$0.00
Subcontracting and Grants	\$8,774.00		(\$86.03)	\$8,677.97
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL	\$71,938.00	\$5,616.00	(\$5,616.00)	\$71,938.00

Center Director's Signature

Sigh here

Date _____

Contractor Administrator Signature:

Bobbie Meyer

Please give the reason for the change in the justification box:

Increase of Salary & Fringe. New position - State Director's Assistant. This individual will be assisting with site visits and grant related trainings primarily serving sub-contractors and pregnancy centers in eastern NC. Projected number of hours per month is 30 hrs at a rate of \$20 per hour for the last 5 months of 2015-2016 Maternal Health Grant (Jan - May 2016). = \$3,000 + .0837 fringes (FICA, Medicare and ESC) + Worker's Compensation = 290. Total for new position is \$3,290.00.

Increase of Travel: Projected miles to new position 1,253 miles for 6 months @\$.575 = \$720.48 + 2 overnight stays - lodging and meals @ \$105.20 per day = \$210.40 - Total travel for State Director's Assistant = \$930.88. Needed to shift more funds to offset the increase travel expenses related to Fall Conference due to more rooms (47), participants (88) and the increased allowable rate for lodging, lunch and dinner = \$1,395.00. This will allow for continuance of what was originally budgeted for on-site visits, Heartbeat Conference and administrative assistant's monthly mileage that will yet to take place for the remainder of the grant period.

Decrease Supplies and Materials \$5,324.87 - 1 ppg CD labials, \$50.55; 10 cases of paper, \$51.5; 38 cartridges of ink, \$3,912.87; 9 binders- \$51.03; 6 boxes of brochure paper- \$209.94; 4 packs of gusset hanging folders- \$60.00; balance of packets of CDs \$147.54; 2 Medical Essential manuals, \$20; 4 Heartbeat Sample Policies & Procedures \$160.00.

Decrease Subcontracting and Grants \$98.03 - Balance of travel expenses of sonographers pre Fall Conference not used or realigned.

⁴⁴ Line Item accounts are on your Monthly Financial Form. Only use existing account lines when realigning.

Place a minus sign before the number in the negative column.

Reassignment months: August 5, 2015 & March 4, 2016

Daniel, Tonya

From: Joanie Page, CPCF Bookkeeper <bookkeepercpcf@aol.com>
Sent: Tuesday, December 29, 2015 1:38 PM
To: Daniel, Tonya; 'Bobbie Meyer'
Subject: RE: revised realignment response

We had budgeted \$195 for Media Communications/Logo – Logo Development. We decided that hiring the new person was more important than logo development at this time. Sorry I didn't get that included on the realignment form.

From: Daniel, Tonya [<mailto:tonya.daniel@dhhs.nc.gov>]
Sent: Tuesday, December 29, 2015 1:22 PM
To: Bobbie Meyer <directorcpcf@aol.com>
Cc: bookkeepercpcf@aol.com
Subject: RE: revised realignment response
Importance: High

Hi all!

One question about the December realignment. Your Media line is decreased by \$195. Can you tell me what was reduced?

From: Bobbie Meyer [<mailto:directorcpcf@aol.com>]
Sent: Wednesday, December 16, 2015 2:01 PM
To: Daniel, Tonya
Cc: bookkeepercpcf@aol.com
Subject: revised realignment response

Sorry. There were omissions in the first attachment.

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

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Daniel, Tonya

From: Bobbie Meyer <directorcpf@aol.com>
Sent: Wednesday, December 16, 2015 12:56 PM
To: Daniel, Tonya
Subject: answers to realignment questions
Attachments: Plan for Mileage and Meals for PT Director.docx

Please see my answers in red below.

Could you give me the percentages for the specific fringe benefits? Typical full time FICA is about 7.65%, Medicare, ESC, Workers' Comp? When I put it into the budget spreadsheet in our system, I'll need to have this.

FICA and Medicare jointly is 7.65% - doesn't matter if part time or full time.

ESC will be .00720

WCI is rated and 1/3 charge. The rated is .29 per \$100 of wage amount and 1/3 of \$235 for Expense Constant, Terrorism and CAT

Can you also give me a little more details on the lodging and meals, specifically, which meals are included in the \$105.20 for the new assistant? Please see attachment.

Same for the \$1395...I need a breakout for that amount. What does it include x rooms at \$65.90; x lunches for # participants at \$10.70...that type of info.

Current allowed lodging is \$67.30. The details are already built into our contract budget. We are realigning into Travel because of the increased conference costs.

Bobbie Meyer
State Director
Carolina Pregnancy Care Fellowship
704-281-8631 cell
PO Box 38888
Charlotte NC 28278
www.cpcfink.org

* Media (\$195) decided to forego. Additional staff more important.

Plan for Mileage and Meals for PT Director's Assistant

1. Greenville to Kinston and return (60 miles).
2. Greenville to Washington and return (44 miles).
3. Greenville to Roanoke Rapids (86 miles, lunch, to Ahoskie (47 miles, overnight, to Greenville (59 miles).
4. Greenville to Elizabeth City (90 miles), lunch, to Nags Head (58 miles), overnight, to Greenville (121 miles).
5. Greenville to Morehead City (79) miles, lunch, to Greenville (79 miles)
6. Greenville to Rocky Mount (43 miles), lunch, to Wilson (20 miles), to Greenville (36 miles)
7. Greenville to Goldsboro and return to Greenville (118 miles) lunch
8. Greenville to Whiteville (136 miles), lunch, to Wilmington (46 miles), overnight, to Jacksonville (58 miles), lunch, to Greenville (73 miles)
9. Greenville to Kinston and return (60 miles)

Total miles = 1253

6 lunches
3 overnights > covering most but not all.

CONTRACT BUDGET REALIGNMENT - MAY 2017

Women's Health Branch

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
DATE OF REVISION:
CENTER'S NAME:
LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 July 2016 - May 2017
 33455
 22-May-17
 Carolina Pregnancy Care Fellowship
 Winston Salem

MAY 30 2017

Received

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR and/or Budget)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Sub-Contractor to Contractor	\$193,455.00	\$0.00	(\$4,181.75)	\$189,273.25
Supplies and Materials	\$12,724.88	\$9,471.18	\$0.00	\$22,196.06
Subcontracts and Grants (fees and travel)	\$5,510.91	\$0.00	(\$66.30)	\$5,444.61
Salary and Finges	\$48,942.00	\$0.00	(\$6,552.89)	\$42,389.11
Media Communication/Promotional	\$0.00	\$1,034.56	\$0.00	\$1,034.56
Travel	\$21,726.67	\$220.00	\$0.00	\$21,946.67
Dues and Subscriptions	\$1,535.80	\$75.20	\$0.00	\$1,611.00
TOTAL	\$283,895.26	\$10,800.94	(\$10,800.94)	\$283,895.26

Center Director's Signature

Sign here

Contractor Administrator Signature:
 (CPH Contract Administrator signs only when revision is approved.)

[Signature] Board Chairman
 [Signature] Cheryl J. Up-ger
 Date 5-26-2017 31 May 19

Sub-Contractor to Contractor Increase: 19 sub-contractors ended the grant period with ending balances in their account lines. 2 subs were over \$500.00, 1 was \$1633.83 and another was \$2,047.26, the remaining were less than \$100, most of them less than \$10. At the end of April total sub-contractors spent \$178,741.12. By the end May as all May expenditures have been received from sub-contractors will be \$187,159.65. This will leave \$8,295.35 of funds subs didn't spend. Sub-Contractors agreed to transfer funds to CPCF by a signed document. Out of the \$8295.35 CPCF is transferring \$4181.75 leaving \$2,113.60 as unspent funds.

Subcontracts and Grants decrease: Overprojected the amount to pay speaker for May's Prenatal Care Workshop in Gastonia when realigning in April - \$86.30

Salary and Fringes decrease: Project that CPCF will be submitting \$3,220 in salary and wages in May 2016 which leaves \$6552.89 in salary and fringes that will not be used in this category.

Media Communication/Promotional: Plan to purchase 200 Paper Mate Breeze Gel Pens - Solid Barrel per each \$1.58 that will include CPCF's logo and contact information (\$316). Also purchase 144 Stainless Steel Tumblers @ \$4.99 each with Logo (\$718.56). These will be used to promote CPCF as an organization and to be used as giveaways at fairs and other CPCF events. Total Promotional = \$1034.56

Supplies and Materials: Total Increase request is \$9,471.18. Plan to purchase National Fatherhood Initiative 2 "Be There Campaign Marketing" Kit @ \$99 each \$198 and 1 Complete 24/7 Dad Program @ \$649 and shipping \$75 + Heritage House 250 Fetal Models at 12 weeks @ \$59 white and 250 black = \$295. 20 week fetal models black and white, one of each \$139.90 and shipping \$34.79 + Staples 5 ink cartridges \$248.95, case of copy paper, \$29.99, name badges \$6.29 tax \$19.26 + Staples Lexar jump drive \$17.07 + NIFLA 2 Pregnancy Medical Clinic Manuals \$498, and 2 Policies and Procedures manuals \$190 and shipping \$12.50 + Heartbeat 4 Direct Well manuals \$396.80 and 4 Sample Policies and Procedures manuals \$188.80 and shipping \$18.74 + Celebrate Kids 1 Authentic living Training and shipping - \$353.99. This group of Supplies and Materials = \$3372.08.

Cont'd Supplies and Materials: CareNet: Brochures - Before You Decide Brochures 10 paks of 20 @ \$21.15 = \$211.50, 20 BYD: Informed Decision Check list pack of 50 @ \$21.17 each = \$423.40, BYD: What Should I Know? 10 paks of 50 @ \$23.50 = \$235.00, Faithful Stewards 2 @ \$167.05 = \$334.10, Making Life Disciples Church Curriculum - Leaders Kit 2 @ \$134.95 = \$269.90, Total Care Net = \$1473.09

Cont'd Supplies and Materials: Additional CareNet Brochures - 40 BYD: Informed Decision Check list pack of 50 @ \$21.17 each = \$846.80, BYD: What Should I Know? 40 paks of 50 @ \$23.50 = \$940.00, Faithful Stewards 4 @ \$167.05 = \$668.20, Making Life Disciples Church Curriculum - Leaders Kit 8 @ \$134.95 = \$1079.60 Total Care Net = \$3,534.60

Cont'd Supplies and Materials: Additional Celebrate Kids 6 Authentic Life Training @ \$350.00 each plus shipping = \$2108.94 submitting for realignment \$1091.41.

Travel Increase \$220: The projected amt of travel to complete the grant period and for May is more than what was anticipated. Bobbie's travel has been completed for the grant period. The Assistant Director projects 50 miles for an event and the administrative assistant projects 48 miles for May which is \$52.43, the amount remaining in the account after this realignment.

Dues and Subscriptions Increase \$75.20: This Increase will cover the total amount of Dues and Subscriptions that will be submitted in May, the current regular amount of \$108 per month. This is for Citrix and NetWork for Good.

Changes Needed in 2017 Travel Budget

I. Increased Activity and Need in Western NC

- Training new directors in Brevard and Waynesville
- A workshop on early Access to Prenatal Care added in Asheville
- The original plan to cover onsite visits to Asheville, Hendersonville, Taylorville and Brevard had to be revised. A separate trip to Hendersonville was necessary.

II. Unplanned trip to determine the feasibility of our annual conference at Oak Island, NC

III. Inadvertent Omission of travel to workshops

- Early Access to Prenatal Care workshops (mileage, meals, and sometimes lodging) in Sanford, Statesville, Wilkesboro, Greenville, Morehead City, Asheville, and Franklin. 1,497 miles x .54 = \$808.38 in 2016
- Regional workshops on Pregnancy and Drug Use – Salisbury, Raleigh, Asheville, and Winston Salem (mileage, meals and sometimes lodging) - 596 miles x .535 = \$318.86, lodging 2 nites x 67.30 = \$134.60; 2 lunches and 2 dinners \$29.60 x 2 = \$59.20 Total = \$512.66
- Best Practices in Raleigh – 220 miles x .535 = \$117.70, lodging \$67.30, 1 lunch and 1 dinner \$29.60 = \$214.60

IV. Changes in Assistant Director's Travel

- Additional onsite visit to Wilmington (inadvertently left out) – 238 miles x .535 = \$127.33; lodging \$67.30; breakfast, lunch, dinner - \$37.90 = \$232.53
- Travel to workshops in Raleigh : Best Practices and Pregnancy and Drug Use –both in Raleigh – Miles 2 x 170 x 2 .535 = \$181.90; 2 lunches, \$21.80, = \$203.70

CONTRACT BUDGET REALIGNMENT - MARCH 2017

CONTRACTOR:
 CONTRACT PERIOD:
 CONTRACT #:
 DATE OF REVISION:
 CENTER'S NAME:
 LOCATION OF CENTER:

Carolina Pregnancy Care Fellowship
 July 2016 - May 2017
 39455
 April 2017
 Carolina Pregnancy Care Fellowship
 Winston Salem, NC

Line Item (e.g. Personnel; Supplies; Equipment)	Approved Contract Budget (As shown on your MFR and/or Budget)	Increase +	Decrease Use negative number	Revised Contract Budget (This is not Ending Balance, therefore doesn't include previous expenditures.)
Utilities-Internet	\$362.00		\$74.00	\$0.00
Media/Communication - Advertising	\$6,500.00		\$2,253.18	\$0.00
Equipment Office/Communication	\$400.00		\$0.00	(\$273.46)
Utilities-Telephone	\$1,788.00		\$0.00	(\$358.01)
Media/Communication - Promotional	\$758.00		\$0.00	(\$758.00)
Subcontracting/Grants	\$9,345.33		\$0.00	(\$3,834.42)
Staff Development	\$1,013.00		\$0.00	(\$499.00)
Supplies and Materials - Other	\$9,329.17		\$3,395.71	\$0.00
Sub-Contractor to Contractor (Funds Will Not be Used)	Not Applicable		\$0.00	Not Applicable
TOTAL	\$29,485.50		\$5,722.99	(\$5,722.99)

Center Director's Signature

Sign here

Cheryl S. Davis Date *4/25/17*
Cheryl S. Davis *25 Apr. 17*

Contractor Administrator Signature:

Become member

OPH Contract Administrator signs only when revision is approved.
 Please give the reason for the change in the justification box:

Utilities - Internet increase needed due to cost of service is greater than what was originally budgeted. The increase will cover the cost of \$37 for each April and May.
Media/Communication - Advertising increase \$2253.18 to add additional advertising by having Buzzadell come and take pictures and videos at conference for uploading adds on facebook. The cost will be \$3,000. \$2,253.18 is the amount needed to continue the monthly facebook advertising and marketing @ \$750 per month. Services also by Buzzadell. This will give a balance of \$4,500.00.
Equipment Office/Communication decrease due to not needing a HP B610 Office Jet Pro printer for Assistant to Director. It was purchased during the prior grant period.
Utilities - Telephone decrease - Budgeted more than what is actually going to be expended during the grant period. Need only \$242.14 - \$121.07 each for April and May. We budgeted for 12 mths @ \$128.84 but the following is what has been submitted monthly beginning with June 2016 through March 2017 - \$128.84, \$115.03, \$115.03, \$115.03, \$120.86, \$121.07, \$121.07, \$121.07, a total of \$1,197.95, therefore we anticipate April and May charges to be \$121.07 the latest going change rate.
Media/Communication - Promotional decrease due to not needing flash drives this year. \$758.00 (200 @ \$3.79 as originally budgeted).
Subcontracting/Grants decrease due to lack of interest for Nurse Screenshot Review and participants for Improving Early Prenatal Care Program. Total decrease = \$3834.42.
Staff Development decrease - Budgeted to attend CarNet Conference but decided not to attend this year.
Supplies and Materials Increase - Purchase 3 Heritage House Practical Faithhood Curriculum @ \$529.95 each = \$1,589.85, 3 Heritage House The quest for Mammoth Curriculum @ \$299.95 = \$899.85, purchase 3 NIFLA manuals - The Pregnancy Clinic @ \$201.50 = \$704.50 and purchase 4 cases of paper @ \$29.99 per case = \$107.96 + \$5.55 shipping charges. Purchase 2 boxes of Bic Pencils @ \$4.50 each and will submit only \$3.00 as being reimbursable by NCDHHS grant. Total Supplies and Materials request is \$ 3,395.71

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Women's Health Branch

DEC 05 2014

Contract Expenditure Report

Received

31318 PJ
30147

November 2014

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Contract ID #: 31318 PJ

1600130147

NCAS #:

\$36,346.73

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	X
YES	NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary & Fringe			\$3,378.50
Staff Development			\$295.00
Supplies & Materials - Other			\$147.48
Equipment (IT)			\$214.17
Equipment (Office/Telephone)			\$3,155.32
Travel			\$626.18
Communication/Websites & Materials			\$37.00
Utilities - Telephone			\$101.72
Utilities - Internet			\$31.86
Subcontracting/Grants (Pregnancy Centers)			\$28,359.50
Subtotal		\$0.00	\$36,346.73
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

12/31/14

Mail to: Appropriate Division Contract Administrator

DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

DHHS-DPH Branch Head Signature & Date

DHHS-DPH Branch Head Printed Name

Dec 9, 2014

2:45:57 PM

BC

AVAILABLE FUNDS INQUIRY

162

NEXT FUNCTION: _____ ACTION: _____

COMP / ACCT / CNTR		ALTERNATE COMP / ACCT / CNTR	
2B01 536G02	13A15832AR	2B01 536G02XXXXX	13A15832AR

ACCT DESC: NGO DIRECTED GRANTS OTHER ORIG APPROPRIATION: 300,000.00
CNTR DESC: LAST ACTIVITY: 12/08/2014

	300,000.00	(AUTH. BUDGET)		300,000.00	(AUTH. BUDGET)
-	0.00	(COMMITMENT) -		0.00	(COMMITMENT)
-	300,000.00	(ENCUMBRANCE) -		300,000.00	(ENCUMBRANCE)
-	0.00	(EXPENDITURE) -		0.00	(EXPENDITURE)
	-----			-----	
=	0.00	(AVAIL BAL)	=	0.00	(AVAIL BAL).

L	OVEREXPEND				A				E		C G						
V	TOLERANCE				BDG	YTD	P	EST		N		L R		ACTIVE		INACTIVE	
L	POST	AMT	PCT	GRP	LTD	P	REV	EXP	C	COMM	S	P	STAT	DATE	DATE		
1	Y	9999	999		Y	Y	N	Y	Y	Y	5	6	0				

Dec 9, 2014 2:50:01 PM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 12/09/2014 14:49:40
BROWSE: _____

=====

BUY ENTITY	:	2BBS
PO NO.	:	1600131318
PO LINE NO.	:	1
BLANKET REL. NO.	:	_____

TAX/VAT CODE	:		
TAX/VAT COST	:	.00	BC STATUS :
ADDITIONAL COST CODE:			OPER APPR/REJ :
ADDITIONAL COST	:	.00	DATE APPR/REJ :
			GL EFF. DATE : 11/04/2014

QUANTITY ORDERED UOP:	1	CURRENCY CODE :
UNIT PRICE	: 300,000.00000	DISTRIBUTION IND:
EXTENDED AMOUNT	: 300,000.00	
TOTAL LINE VALUE	: 300,000.00	GL COMPANY : 2B01
QUANTITY ORDERED SKU:	1.00	GL ACCOUNT : 536G02
TARGET PRICE	: .00000	GL CENTER : 13A15832AR
EXTENDED AMOUNT	: .00	BID NUMBER :
STANDARD UNIT COST	: .00000	PROJ/NCG/FED : OWN8022D
EXTENDED AMOUNT	: .00	ACCOUNTING RULE : 02

Dec 9, 2014 2:50:06 PM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 12/09/2014 14:49:45

BROWSE: _____

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600131318	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	.00	300,000.00
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	.00	300,000.00
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

Women's Health Branch

DEC 05 2014

Received

MONTHLY FINANCIAL REPORT				
CONTRACTOR:	Carolina Pregnancy Care Fellowship			
CONTRACT PERIOD:	November 2014- May 2015			
CONTRACT #:	30147			
REPORTING PERIOD:	November 2014			
	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
(Accounts should match approved budget)				
Salary & Fringe	\$26,370.00	\$0.00	\$3,378.50	\$22,991.50
Staff Development	\$939.00	\$0.00	\$295.00	\$644.00
Supplies & Materials-Other	\$14,243.00	\$0.00	\$147.48	\$14,095.52
Equipment (IT)	\$245.00	\$0.00	\$214.17	\$30.83
Equipment (Office/Telephone)	\$4,374.00	\$0.00	\$3,155.32	\$1,218.68
Travel	\$6,614.00	\$0.00	\$626.18	\$5,987.82
Communication/Publications	\$985.00	\$0.00	\$0.00	\$985.00
Communication/Advertising	\$17,000.00	\$0.00	\$0.00	\$17,000.00
Communication/Websites & Materials	\$259.00	\$0.00	\$37.00	\$222.00
Dues & Subscriptions	\$668.00	\$0.00	\$0.00	\$668.00
Operational Other Insurance & Bonding	\$1,743.00	\$0.00	\$0.00	\$1,743.00
Utilities-Telephone	\$979.00	\$0.00	\$101.72	\$877.28
Utilities - Internet	\$224.00	\$0.00	\$31.86	\$192.14
Subcontracts and Grants	\$2,427.00	\$0.00	\$0.00	\$2,427.00
Subcontracting/Grants (Preg Ctrs)	\$222,930.00	\$0.00	\$28,359.50	\$194,570.50
TOTAL	\$300,000.00	\$0.00	\$36,346.73	\$263,653.27

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship
November 2014 - May 2015
30147
November 2014

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENT	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Repair & Maintenance	\$4,413.00	\$0.00		\$619.17	\$3,793.83
Staff Development	\$11,733.00	\$0.00		\$0.00	\$11,733.00
Supplies & Materials-Other	\$47,404.00	\$0.00		\$13,882.03	\$33,521.97
Supplies & Materials-Furniture	\$13,597.00	\$0.00		\$907.80	\$12,689.20
Equipment (IT)	\$21,122.00	\$0.00		\$2,818.88	\$18,303.12
Equipment (Office/Comm)	\$13,615.00	\$0.00		\$3,612.16	\$10,002.84
Travel	\$13,282.00	\$0.00		\$0.00	\$13,282.00
Media/Communication-Reprints	\$100.00	\$0.00		\$0.00	\$100.00
Media/Communication-Publications	\$2,460.00	\$0.00		\$444.00	\$2,016.00
Media/Communication-Logos	\$250.00	\$0.00		\$0.00	\$250.00
Media/Communication-Advertising	\$17,441.00	\$0.00		\$1,441.69	\$15,999.31
Media/Communication-Audiovisual	\$4,842.00	\$0.00		\$0.00	\$4,842.00
Media/Communication-Promotional Items	\$9,269.00	\$0.00		\$179.11	\$9,089.89
Media/Communication-Websites & Materials	\$13,207.00	\$0.00		\$250.00	\$12,957.00
Media/Communication-Public Serv Announcements	\$56.00	\$0.00		\$0.00	\$56.00
Dues & Subscriptions	\$462.00	\$0.00		\$0.00	\$462.00
Operating Expenses-Incentives & Participants	\$45,400.00	\$0.00		\$3,848.36	\$41,551.64
Operational Other-Insurance & Bonding	\$236.00	\$0.00		\$0.00	\$236.00
Rent	\$3,457.00	\$0.00		\$312.80	\$3,144.20
Utilities-Telephone	\$263.00	\$0.00		\$26.00	\$237.00
Utilities-Electricity	\$321.00	\$0.00		\$17.50	\$303.50
Total	\$222,930.00	\$0.00	\$0.00	\$28,359.50	\$194,570.50

Women's Health Branch

DEC 05 2014

Received

Carolina Pregnancy Care Fellowship, Inc.
NC Grant Support Contractors

November 2014

	asheville	brevard	carthage	clayton	denver	elkin	franklin	fuquay varina	greenville	harrisburg	hendersonville	jacksonville
	1,753.05	829.41	3,437.26	2,702.18	266.20	150.00	179.11	4,581.66	1,355.98	4,351.38	1,043.77	917.88
	1,753.05	829.41	3,437.26	2,702.18	266.20	150.00	179.11	4,581.66	1,355.98	4,351.38	1,043.77	917.88
	-1,753.05	-829.41	-3,437.26	-2,702.18	-266.20	-150.00	-179.11	-4,581.66	-1,355.98	-4,351.38	-1,043.77	-917.88
	-1,753.05	-829.41	-3,437.26	-2,702.18	-266.20	-150.00	-179.11	-4,581.66	-1,355.98	-4,351.38	-1,043.77	-917.88

Women's Health Branch
DEC 05 2014
Received

Carolina Pregnancy Care Fellowship, Inc.
NC Grant Sub-Contractors
November 2014

raleigh-brithchoice	smithfield	sparta	statesville	washington	whiteville	wilkesboro	Total NC Grant - Subs
920.96	561.99	806.44	75.00	419.99	1,991.12	2,016.12	28,359.50
920.96	561.99	806.44	75.00	419.99	1,991.12	2,016.12	28,359.50
-920.96	-561.99	-806.44	-75.00	-419.99	-1,991.12	-2,016.12	-28,359.50
-920.96	-561.99	-806.44	-75.00	-419.99	-1,991.12	-2,016.12	-28,359.50

Women's Health Branch
DEC 05 2014
Received

N.C. Department of Health and Human Services

Division of Public Health

Women & Children's Health/ WHB

Section/Branch

Women's Health Branch

DEC 17 2015

Contract Expenditure Report

Received

November 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

31787

Contract ID #:

1600131787

NCAS #:

\$29,438.86

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

YES

NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary /Fringe			\$2,532.70
Staff Development			\$175.78
Supplies & Materials-Other			
Travel			\$196.42
Media/Communication - Logos			
Media/Communication - Advertising			\$90.55
Media/Communication - Websites & Materials			\$37.00
Dues & Subscriptions			
Operational Other-Insurance & Bonding			
Subcontracts and Grants			
Utilities - Telephone			\$115.03
Utilities - Internet			\$19.95
Sub-Contractors (NC Pregnancy Centers)			\$26,271.43
Subtotal		\$0.00	\$29,438.86
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

12/4/15

Mail to: Appropriate Division Contract Administrator

DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

DHHS-DPH Branch Head Signature & Date

DHHS-DPH Branch Head Printed Name

DEC 07 2015

Received

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship
June 2015 - May 2016
31787
November 2015

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$39,776.00	\$15,032.14	\$0.00	\$2,532.70	\$22,211.16
Staff Development	\$909.00	\$504.00	\$0.00		\$405.00
Supplies & Materials-Other	\$7,531.00	\$2,395.35	(\$533.00)	\$175.78	\$4,426.87
Supplies & Materials-Furniture	\$0.00	\$0.00	\$487.00		\$487.00
Equipment - IT	\$0.00	\$0.00	\$257.00		\$257.00
Travel	\$15,662.00	\$13,914.40	\$0.00	\$196.42	\$1,551.18
Media/Communication - Logos	\$195.00	\$0.00	\$0.00		\$195.00
Media/Communication - Advertising	\$4,529.00	\$5,389.10	\$1,890.00	\$90.55	\$939.35
Media/Communication - Websites & Materials	\$652.00	\$335.00	\$150.00	\$37.00	\$430.00
Dues & Subscriptions	\$877.00	\$413.00	\$0.00		\$464.00
Operational Other Insurance & Bonding	\$1,743.00	\$805.00	\$0.00		\$938.00
Utilities-Telephone	\$1,539.00	\$575.15	\$0.00	\$115.03	\$848.82
Utilities - Internet	\$352.00	\$112.98	\$0.00	\$19.95	\$219.07
Subcontracts and Grants	\$8,774.00	\$250.00	(\$2,251.00)		\$6,273.00
Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$57,850.49	\$0.00	\$26,271.43	\$133,339.08
TOTAL	\$300,000.00	\$97,576.61	\$0.00	\$29,438.86	\$172,984.53

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

October 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

Women's Health Branch

NOV 09 2015

Received

31787

Contract ID #:

1600131787

NCAS #:

\$35,544.34

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	Item Number	Contractor Amount		DHHS Amount
		YES	NO	
Salary /Fringe				\$3,656.16
Staff Development				
Supplies & Materials-Other				\$1,257.12
Travel				\$11,513.24
Media/Communication - Logos				
Media/Communication - Advertising				\$2,639.10
Media/Communication - Websites & Materials				\$187.00
Dues & Subscriptions				\$245.00
Operational Other-Insurance & Bonding				
Subcontracts and Grants				\$250.00
Utilities - Telephone				\$115.03
Utilities - Internet				\$19.95
Sub-Contractors (NC Pregnancy Centers)				\$15,661.74
Subtotal			\$0.00	\$35,544.34
THIS SECTION FOR DPH USE ONLY:				
Company 2B01				
Account	Center			
536G02	13A1-5832-AR			

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

[Signature]

Signature

11/3/15

Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel 11/12/15

DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford 11/12/15

DHHS-DPH Branch Head Signature & Date

Belinda Pettiford

DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR: Carolina Pregnancy Care Fellowship
CONTRACT PERIOD: June 2015 - May 2016
CONTRACT #: 31787
REPORTING PERIOD: October 2015

	ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
	(Accounts should match approved budget)					
	Salary & Fringe	\$39,776.00	\$11,375.98	\$0.00	\$3,656.16	\$24,743.86
	Staff Development	\$909.00	\$504.00	\$0.00		\$405.00
	Supplies & Materials-Other	\$7,531.00	\$1,138.23	(\$533.00)	\$1,257.12	\$4,602.65
	Supplies & Materials-Furniture	\$0.00	\$0.00	\$487.00		\$487.00
	Equipment - IT	\$0.00	\$0.00	\$257.00		\$257.00
	Travel	\$15,662.00	\$2,401.16	\$0.00	\$11,513.24	\$1,747.60
	Media/Communication - Logos	\$195.00	\$0.00	\$0.00		\$195.00
	Media/Communication - Advertising	\$4,529.00	\$2,750.00	\$1,890.00	\$2,639.10	\$1,029.90
	Media/Communication - Websites & Materials	\$652.00	\$148.00	\$150.00	\$187.00	\$467.00
	Dues & Subscriptions	\$877.00	\$168.00	\$0.00	\$245.00	\$464.00
	Operational Other Insurance & Bonding	\$1,743.00	\$805.00	\$0.00		\$938.00
	Utilities-Telephone	\$1,539.00	\$460.12	\$0.00	\$115.03	\$963.85
	Utilities - Internet	\$352.00	\$93.03	\$0.00	\$19.95	\$239.02
	Subcontracts and Grants	\$8,774.00	\$0.00	(\$2,251.00)	\$250.00	\$6,273.00
	Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$42,188.75	\$0.00	\$15,661.74	\$159,610.51
	TOTAL	\$300,000.00	\$62,032.27	\$0.00	\$35,544.34	\$202,423.39

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Recvd 12-16-16

Contract Expenditure Report

November 2016
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

33455
 Contract ID #:
 1600133455
 NCAS #:
 \$29,835.36
 Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

	X
YES	NO

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			\$3,966.37
Staff Development			\$0.00
Supplies & Materials - Other			\$618.41
Equipment (IT)			\$1,248.99
Equipment (Office)			\$0.00
Travel			\$1,070.43
M/C - Advertising			\$750.00
M/C - Promotional Items			\$0.00
M/C - Websites & Materials			\$126.00
Dues & Subscriptions			\$108.00
Operational Other - Insurance & Bonding			\$0.00
Subcontracts and Grants			\$636.07
Utilities - Telephone			\$115.03
Utilities - Internet			\$37.00
Sub-Contractors (Pregnancy Centers)			\$21,159.06
Subtotal		\$0.00	\$29,835.36
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

12/5/16
 Date

Mail to: Appropriate Division Contract Administrator

Phyllis C. Johnson 12/19/16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel Phyllis C. Johnson
 DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford 12/20/16
 DHHS-DPH Branch Head Signature & Date
Belinda Pettiford
 DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 November 2016

	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Salary & Fringe	\$48,942.00	\$16,072.97	\$3,966.37	\$28,902.66
Staff Development	\$1,013.00	\$0.00	\$0.00	\$1,013.00
Supplies & Materials-Other	\$9,329.17	\$2,048.92	\$618.41	\$6,661.84
Equipment - IT	\$2,579.03	\$1,330.04	\$1,248.99	\$0.00
Equipment Office	\$400.00	\$0.00	\$0.00	\$400.00
Travel	\$18,140.00	\$16,075.72	\$1,070.43	\$993.85
Media/Communication - Advertising	\$6,500.00	\$500.00	\$750.00	\$5,250.00
Media/Communication - Websites & Materials	\$533.00	\$185.00	\$126.00	\$222.00
Media/Communication - Promotional Items	\$758.00	\$0.00	\$0.00	\$758.00
Dues & Subscriptions	\$1,535.80	\$855.00	\$108.00	\$572.80
Operational Other Insurance & Bonding	\$1,743.00	\$1,743.00	\$0.00	\$0.00
Utilities-Telephone	\$1,788.00	\$588.96	\$115.03	\$1,084.01
Utilities - Internet	\$352.00	\$184.01	\$37.00	\$130.99
Subcontracts and Grants	\$12,932.00	\$2,804.21	\$636.07	\$9,491.72
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00	\$53,542.58	\$21,159.06	\$118,753.36
TOTAL	\$300,000.00	\$95,930.41	\$29,835.36	\$174,234.23

MONTHLY FINANCIAL REPORT Sub-Contractors

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
June 2016 - May 2017
33455
November 2016

ACCOUNTS	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Repair & Maintenance	\$1,899.00	\$442.58	\$99.00	\$1,357.42
Staff Development	\$13,868.00	\$2,814.00	\$778.00	\$10,276.00
Supplies & Materials-Other	\$57,657.44	\$12,333.43	\$8,089.70	\$37,234.31
Supplies & Materials-Furniture	\$8,795.67	\$2,988.20	\$614.78	\$5,192.69
Equipment (IT) & Professional IT	\$11,437.00	\$4,103.87	\$1,227.00	\$6,106.13
Equipment (Office/Comm)	\$5,410.37	\$1,034.29	\$963.04	\$3,413.04
Travel	\$20,240.00	\$6,419.41	\$1,347.13	\$12,473.46
Media/Communication-Publications	\$3,085.00	\$1,522.67		\$1,562.33
Media/Communication-Logos	\$650.00	\$320.00		\$330.00
Media/Communication-Advertising	\$19,405.03	\$5,662.86	\$3,933.45	\$9,808.72
Media/Communication-Audiovisual	\$2,770.00	\$0.00	\$175.00	\$2,595.00
Media/Communication-Promotional Items	\$5,081.00	\$1,858.84		\$3,222.16
Media/Communication-Websites & Materials	\$7,829.35	\$3,736.00	\$149.00	\$3,944.35
Media/Communication-Public Serv Announcements	\$50.00	\$0.00		\$50.00
Dues & Subscriptions	\$346.00	\$346.00		\$0.00
Operating Expenses-Incentives & Participants	\$34,808.14	\$9,837.43	\$3,782.96	\$21,187.75
Rent	\$123.00	\$123.00		\$0.00
Total	\$193,455.00	\$53,542.58	\$21,159.06	\$118,753.36

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

Received

NOV 09 2016

Women's Health Branch

October 2016

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

33455

Contract ID #:

1600133455

NCAS #:

\$30,037.73

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			\$4,757.76
Staff Development			
Supplies & Materials - Other			\$148.07
Equipment (IT)			
Equipment (Office)			
Travel			\$14,090.75
M/C - Advertising			
M/C - Promotional Items			
M/C - Websites & Materials			\$37.00
Dues & Subscriptions			\$153.00
Operational Other - Insurance & Bonding			
Subcontracts and Grants			\$1,359.69
Utilities - Telephone			\$115.03
Utilities - Internet			\$37.00
Sub-Contractors (Pregnancy Centers)			\$9,339.43
Subtotal		\$0.00	\$30,037.73
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

11/11/16
 Date

Mail to: Appropriate Division Contract Administrator

Phyllis C. Johnson 11-14-16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel-Phyllis C. Johnson
 DHHS-DPH Contract Administrator Printed Name

Delinda Pettiford 11/14/16
 DHHS-DPH Branch Head Signature & Date
Delinda Pettiford
 DHHS-DPH Branch Head Printed Name

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 October 2016

	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
ACCOUNTS				
Salary & Fringe	\$48,942.00	\$11,315.21	\$4,757.76	\$32,869.03
Staff Development	\$1,013.00	\$0.00		\$1,013.00
Supplies & Materials-Other	\$10,200.00	\$1,900.85	\$148.07	\$8,151.08
Equipment - IT	\$2,456.00	\$1,330.04		\$1,125.96
Equipment Office	\$400.00	\$0.00		\$400.00
Travel	\$18,140.00	\$1,984.97	\$14,090.75	\$2,064.28
Media/Communication - Advertising	\$6,500.00	\$500.00		\$6,000.00
Media/Communication - Websites & Materials	\$444.00	\$148.00	\$37.00	\$259.00
Media/Communication - Promotional Items	\$758.00	\$0.00		\$758.00
Dues & Subscriptions	\$877.00	\$702.00	\$153.00	\$22.00
Operational Other Insurance & Bonding	\$1,743.00	\$1,743.00		\$0.00
Utilities-Telephone	\$1,788.00	\$473.93	\$115.03	\$1,199.04
Utilities - Internet	\$352.00	\$147.01	\$37.00	\$167.99
Subcontracts and Grants	\$12,932.00	\$1,444.52	\$1,359.69	\$10,127.79
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00	\$44,203.15	\$9,339.43	\$139,912.42
TOTAL	\$300,000.00	\$65,892.68	\$30,037.73	\$204,069.59

MONTHLY FINANCIAL REPORT Sub-Contractors

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship Sub-Contractors
June 2016 - May 2017
33455
October 2016

ACCOUNTS	APPROVED CONTRACT BUDGET Includes Realignments	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Repair & Maintenance	\$1,899.00	\$173.58	\$269.00	\$1,456.42
Staff Development	\$13,868.00	\$2,814.00	\$0.00	\$11,054.00
Supplies & Materials-Other	\$57,657.44	\$10,770.29	\$1,563.14	\$45,324.01
Supplies & Materials-Furniture	\$8,795.67	\$2,743.50	\$244.70	\$5,807.47
Equipment (IT) & Professional IT	\$11,437.00	\$3,822.84	\$281.03	\$7,333.13
Equipment (Office/Comm)	\$5,410.37	\$821.25	\$213.04	\$4,376.08
Travel	\$20,240.00	\$6,181.07	\$238.34	\$13,820.59
Media/Communication-Publications	\$3,085.00	\$1,238.50	\$284.17	\$1,562.33
Media/Communication-Logos	\$650.00	\$320.00	\$0.00	\$330.00
Media/Communication-Advertising	\$19,405.03	\$4,727.96	\$934.90	\$13,742.17
Media/Communication-Audiovisual	\$2,770.00	\$0.00	\$0.00	\$2,770.00
Media/Communication-Promotional Items	\$5,081.00	\$1,858.84	\$0.00	\$3,222.16
Media/Communication-Websites & Materials	\$7,829.35	\$2,337.00	\$1,399.00	\$4,093.35
Media/Communication-Public Serv Announcements	\$50.00	\$0.00	\$0.00	\$50.00
Dues & Subscriptions	\$346.00	\$178.00	\$168.00	\$0.00
Operating Expenses-Incentives & Participants	\$34,808.14	\$6,216.32	\$3,621.11	\$24,970.71
Rent	\$123.00	\$0.00	\$123.00	\$0.00
Total	\$193,455.00	\$44,203.15	\$9,339.43	\$139,912.42

Outcomes Report on Maternal and Child Health Grant

Carolina Pregnancy Care Fellowship

Contract number 00031318

Prepared by Bobbie Meyer, State Director

Background

Carolina Pregnancy Care Fellowship (CPCF) is a non-profit organization that provides services to 77 pregnancy resource centers (PRCs) in North Carolina, 26 of which applied to us for participation in the Maternal & Infant Health grant as subcontractors. CPCF'S mission is equipping these separately funded non-profit agencies, providing operational support, and facilitating networking among these agencies. As the contractor for this grant, we have worked with each subcontracting pregnancy resource center to ensure they developed grant budgets that were feasible, program planning & tracking that would yield stated outcomes, and monitored their reports as well as an onsite visit to each center.

This report covers the seven month active grant cycle, November 1, 2014 – May 31, 2015.

I. Specific CPCF Services (as stated in the contract Performance Requirements section)

A. Providing training in best practices, client services, and non-profit management to the statewide network of pregnancy resource centers

1. Best Practices Training

On 3/25 in Cary and again in Winston Salem on 3/26 in Winston Salem, we held day-long workshops on Best Practices in pregnancy resource centers. The presenter was Ellen Foell, General Counsel for Heartbeat International, a national affiliate organization of approximately 1100 pregnancy resource centers. She presented important information on legal aspects of pregnancy center organization and management, client case management and documentation as well as volunteer management. The workshop was required of all grant recipients. Other centers were encouraged to attend.

- 47 people attended representing 32 pregnancy resource centers
- Pre and post surveys were administered and indicated an improvement in understanding material and the plan to implement improvements as a result of the training.
- One participant summed up the benefit by saying that the information was vital to running her organization in a more efficient manner, allowing them to better serve the community and their clients.

2. Regional One-Day Workshops

- The original plan was to conduct 4 identical workshops spread across the state geographically. Registration was not sufficient for one of them, requiring it to be cancelled.
- Each workshop consisted of an information-filled training on social media marketing by BJ Emerson of Buzzadelic, a marketing firm in Greenville, NC. The presentation was followed by a Q & Q, group discussion, lunch and opportunities for networking. Without question, the sharing of idea and relationship building among the leadership in various pregnancy resource centers is valuable.

E. Technical Assistance to Pregnancy Resource Centers

Technical assistance in areas of best practices, client services and non-profit management is an on-going part of CPCF's work with the pregnancy resource centers.

I apologize for overlooking this requirement until March. These are actuals and projections of similar activity the other months of the grant cycle.

Documented 3/1/15 – 5/31/15

o Phone consultations with directors = 141 (av. 47) Emails – 846 (av) 282)

o Projected total for 11/1/2014 – 5/31/2015:
Phone = 564 Emails = 3,384

a. Number of centers receiving technical assistance or training of some type: 74

F. Schedule of Onsite Visits to pregnancy resource centers in:

Red indicates an agency not receiving grant funding as a subcontractor.

11/25/14	Sparta	26 subcontractor visits
12/1/14	Burnsville and Wilkesboro	16 other pregnancy centers
12/8/14	Asheboro and Whiteville	
12/9/14	Wilmington and Jacksonville	
12/10/14	Morehead City and Havelock	
12/11/14	Washington	
1/9/14	Raleigh Gateway	
1/20/15	Wilson	
1/21/15	Smithfield	
1/23/15	Hendersonville	
1/28/15	Carthage and Sanford	
1/29/15	Fayetteville AAA and Fayetteville Agape	
2/6/15	Harrisburg	
2/13/15	Taylorsville	
2/27-28/15	Rockingham	
3/20/15	Greenville	
3/31/15	Yadkinville and Elkin	
4/1/15	Boone	
4/14/15	Fuquay Varina and Clayton	
4/20/15	Statesville and Brevard	
4/21/15	Franklin	
4/22/15	Hickory	
4/24/15	Wilkesboro	
4/28/15	Raleigh Birth Choice and Chapel Hill	
5/1/15	Asheville	

Grant funding has enabled many prc's to have the supplies and improved service delivery tools to serve an important segment of the population that is often underserved.

A. Categories of grant spending:

- Many PRCs purchased tangible items such as updated computer equipment and educational programs which will continue to improve their service to the women who will be helped for future months, even years. While there is no way to document that future effect, we believe this grant has been of great value.
- Others focused on community awareness efforts to help potential clients in need of services find them.
- Grant funds purchased baby equipment and supplies – so needed by most of the clients, the majority of whom are Medicaid eligible. Participation in prenatal and parenting education programs provides a way for them to “earn” needed baby items while they are preparing for a healthy birth and early parenting challenges.

B. Activities, Outputs, and Outcomes in Funded Pregnancy Resource Centers
(Organized by budget line item)

Each PRC submitted a detailed outcomes reports to the Program Director. These are available if needed.

Reporting Period was Nov. 1 – May 15

PRC Location	# clients served in 2014 total	# client visits in 2014 total	# Clients Served in Educational Program during grant period	# Sessions (may be individual or group) in grant period
Asheville	231	599	26 in new satellite where grant \$ focused	349
Boone	120	n/a	51	n/a
Brevard	360	751	446	892
Carthage	152	1006	133	584
Clayton	112	786	91	677
Denver	184	404	38	131
Elizabeth City	191	852	15	50
Elkin	157	918	39	167
Franklin	194	918	141	230
Fuquay Varina	314	756	62	319
Gastonia	942	3264	950	1904
Greenville	539	1133	11	84
Harrisburg	134	1226	110	489
Hendersonville	186	1280	126	12
Jacksonville	209	671	122	391
Morehead City	134	408	65	126
Raleigh	796	1182	423	557
Shelby	170	611	121	204
Smithfield	241	1374	148	665
Sparta	50	206	13	39

	for education	
Harrisburg	Additional curriculum	
Jacksonville	Fatherhood program, expanded curriculum	
Morehead City	Pregnancy tests and STI testing materials	
Raleigh	Educational brochures for distribution to clients	
Smithfield	Expanded curriculum	
Sparta	Expanded curriculum	
Statesville	Expanded curriculum ,Fatherhood program, pregnancy tests	
Taylorsville	Expanded curriculum	
Whiteville	Expanded curriculum, Fatherhood Program	
Wilkesboro	Expanded curriculum	
Yadkinville	Exam table for ultrasounds	

One client's comments on the value of the prenatal/parenting program in the prc where she has been involved:
 "The Alleghany Pregnancy Center [Sparta] is a wonderful program that helps parents like me. This is my third child and I continue to learn new things, like crib bumpers are unsafe and a suffocating hazard to the baby. Also the effects of smoking on a baby. Not only do I learn but I earn while doing it. It helps me because I can't afford all the things I need for this baby but this program allows me to meet baby needs."

Office Furniture

PRC Location	Supplies	Comments
Elkin	Tables & chairs for training space	
Greenville	Several pieces for lobby update, table & chairs in consultation room	
Harrisburg	Computer desk and 3 folding tables for classroom	
Raleigh	Storage modules to make educational materials more available to clients	
Smithfield	Table & chairs due to restructuring rom usage, file cabinet, storage building for client incentive storage	
Taylorsville	Desk, chair, bookshelf & file cabinets for space reutilization, shelving to organize supplies for clients	
Yadkinville	Updated exam table for ultrasounds	

Office Equipment

PRC Location	Equipment	Comments
Brevard	Updated phone system, copier, video camera to promote classes, TV for client viewing	
Denver	Phone system to add additional lines	
Fuquay Varina	2 TVs to expand individual client sessions, 2 printers	Equipment for 2 locations

Travel and Staff Development

All subcontractors were required to attend the Best Practices workshop, so many submitted mileage for grant support.

PRC's attending the Heartbeat International requested travel and registration: Brevard, Denver, Franklin, Greenville, Jacksonville and Raleigh.

Elkin received registration and travel funding to attend a training in Missouri to begin an STI testing program.

Rent, Maintenance and Repairs

Asheville's new satellite location needed an emergency repair. Also requested funding toward the ultrasound machine maintenance contract.

Partial rent budgeted by Morehead City and Sparta.

Media Communication – Websites

PRC Location	Item	Comments
Boone	Redesign of website to mobile capability	
Brevard	Redesign of website to mobile capability	
Carthage	Updating website, client tracking software updating	
Denver	Implemented google optimization	
Greenville	Updating website, google advertising	
Morehead City	Updating website, hosting	
Raleigh	Redesign of website, add mobile capability	
Wilkesboro	Redesign of website, mobile capability and Spanish	

Promotional – Advertising

PRC Location	Item	Comments
Asheville	Ads in local newspapers to build awareness of new satellite	
Boone	Billboards and TV ads	
Brevard	Brochures on program, new building signage, newspaper ads	
Elkin	billboards	
Franklin	Billboards, TV ads	
Hendersonville	billboard	
Jacksonville	Yellow page ads (3 months), brochures for community outreach	
Sparta	Newspaper ads, website development	
Statesville	Website development, Yellow pages (4 months)	
Yadkinville	Development of client programs promo video	



Pregnancy - The Second Trimester

Lesson 3.1

DVD Worksheet, Page 3

Call Your Doctor if ...

- Fever at or over 100.4°F
- Painful cramping
- Bright red vaginal bleeding
- Severe constant headaches, especially if accompanied by vision changes
- Persistent vomiting or diarrhea
- Inability to keep liquids down due to nausea or vomiting
- At any time you are concerned

Preparing for birth. Things to consider:

- Type of pain relief
- Vaginal birth after Caesarean (VBAC) if you've had a previous Caesarean
- Breast or formula feed
- Circumcision if you have a boy
- Home preparation
- Birthing plan
- Preparing siblings for baby's arrival

17. Call your doctor if you experience:

- a. A _____ in vaginal discharge.
- b. Sensation that something feels _____.
- c. Leakage of _____ clear fluid or bright red bleeding or spotting.
- d. Persistent _____ backache or pelvic pressure.
- e. _____ or more uterine contractions per hour.

18. By the end of the _____ month, your baby is _____ inches long, is beginning to swallow and suck, and her body is now growing faster than her _____. Her fingers and toes are well developed, and the buds of her _____ are starting to show up.

19. At the end of the fifth month, your baby is now _____ to _____ inches long. Her body is covered with a downy covering called lanugo. Her hair is beginning to grow on her head.

20. By the end of your sixth month, your baby is approximately _____ inches long and weighs almost _____ pounds. Her fingerprints can be seen, and her eyes are starting to open.

21. At each visit, your doctor will:

- a. Measure your _____ growth.
- b. Check your _____ and _____ pressure.
- c. Listen to your baby's _____ rate.

22. The test for gestational diabetes is usually done at your _____ week visit.

23. Also at your 28-week visit, you will be given instructions for counting _____ movement.

24. An ultrasound is usually performed between _____ to _____ weeks of pregnancy to evaluate your baby's development.

N.C. Department of Health and Human Services

Division of Public Health

Women & Children's Health/ WHB

Section/Branch

Contract Expenditure Report

Women's Health Branch

September 2015

mo/yr of expenditure

Carolina Pregnancy Care Fellowship

Contractor

Bobbie Meyer

Project Director

Training & Technical Assistance to Pregnancy Care Centers

Purpose

OCT 06 2015

Received

31787

Contract ID #:

1600131787

NCAS #:

\$22,056.07

Total Expenditure

Contractor match is REQUIRED by this contract:

(Place an "X" in the appropriate box.)

Item Description			DHHS Amount
	YES	NO	
Salary /Fringe			\$3,289.32
Staff Development			\$0.00
Supplies & Materials-Other			\$644.96
Travel			\$1,236.07
Media/Communication - Logos			\$0.00
Media/Communication - Advertising			\$1,250.00
Media/Communication - Websites & Materials			\$37.00
Dues & Subscriptions			\$0.00
Operational Other-Insurance & Bonding			\$0.00
Subcontracts and Grants			\$0.00
Utilities - Telephone			\$115.03
Utilities - Internet			\$19.95
Sub-Contractors (NC Pregnancy Centers)			\$15,463.74
Subtotal		\$0.00	\$22,056.07
THIS SECTION FOR DPH USE ONLY:			
Company 2B01			
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director

Authorized Contractor Printed Name & Title

Signature

Date

Mail to: Appropriate Division Contract Administrator

Tonya Daniel 10/9/15
DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel

DHHS-DPH Contract Administrator Printed Name

Belinda Redford 10/9/15
DHHS-DPH Branch Head Signature & Date
Belinda Redford
DHHS-DPH Branch Head Printed Name

Oct 12, 2015 10:10:08 AM

N23 PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 10/12/2015 10:09:57

BROWSE: _____

=====

BUY ENTITY	:	2BBS
PO NO.	:	1600131787
PO LINE NO.	:	1
BLANKET REL. NO.	:	_____

TAX/VAT CODE	:			
TAX/VAT COST	:	.00	BC STATUS	:
ADDITIONAL COST CODE:			OPER APPR/REJ	:
ADDITIONAL COST	:	.00	DATE APPR/REJ	:
			GL EFF. DATE	: 06/26/2015

QUANTITY ORDERED UOP:	1	CURRENCY CODE	:
UNIT PRICE	: 300,000.00000	DISTRIBUTION IND:	
EXTENDED AMOUNT	: 300,000.00		
TOTAL LINE VALUE	: 300,000.00	GL COMPANY	: 2B01
QUANTITY ORDERED SKU:	1.00	GL ACCOUNT	: 536G02
TARGET PRICE	: .00000	GL CENTER	: 13A15832AR
EXTENDED AMOUNT	: .00	BID NUMBER	:
STANDARD UNIT COST	: .00000	PROJ/NCG/FED	: 0Y9T0281
EXTENDED AMOUNT	: .00	ACCOUNTING RULE	: 02

Oct 12, 2015 10:10:13 AM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 10/12/2015 10:10:09
BROWSE: _____

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600131787	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	39,976.20	260,023.80
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	39,976.20	260,023.80
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

MONTHLY FINANCIAL REPORT

Carolina Pregnancy Care Fellowship

June 2015 - May 2016

31787

September 2015

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

ACCOUNTS	APPROVED CONTRACT BUDGET	*PREVIOUS ACCUMULATED EXPENDITURES	REALIGNMENTS Total per Grant Period	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
(Accounts should match approved budget)					
Salary & Fringe	\$39,776.00	\$8,086.66	\$0.00	\$3,289.32	\$28,400.02
Staff Development	\$909.00	\$504.00	\$0.00	\$0.00	\$405.00
Supplies & Materials-Other	\$7,531.00	\$493.27	\$0.00	\$644.96	\$6,392.77
Supplies & Materials-Furniture	\$0.00	\$0.00	\$487.00	\$0.00	\$487.00
Equipment - IT	\$0.00	\$0.00	\$257.00	\$0.00	\$257.00
Travel	\$15,662.00	\$1,165.09	\$0.00	\$1,236.07	\$13,260.84
Media/Communication - Logos	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
Media/Communication - Advertising	\$4,529.00	\$1,500.00	\$0.00	\$1,250.00	\$1,779.00
Media/Communication - Websites & Materials	\$652.00	\$111.00	\$0.00	\$37.00	\$504.00
Dues & Subscriptions	\$877.00	\$168.00	\$0.00		\$709.00
Operational Other Insurance & Bonding	\$1,743.00	\$805.00	\$0.00		\$938.00
Utilities-Telephone	\$1,539.00	\$345.09	\$0.00	\$115.03	\$1,078.88
Utilities - Internet	\$352.00	\$73.08	\$0.00	\$19.95	\$258.97
Subcontracts and Grants	\$8,774.00	\$0.00	(\$744.00)		\$8,030.00
Subcontracting/Grants (NC Pregnancy Centers)	\$217,461.00	\$26,725.01	\$0.00	\$15,463.74	\$175,272.25
TOTAL	\$300,000.00	\$39,976.20	\$0.00	\$22,056.07	\$237,967.73

N.C. Department of Health and Human Services
Division of Public Health
Women & Children's Health/ WHB
Section/Branch

Contract Expenditure Report

September 2016
 mo/yr of expenditure
 Carolina Pregnancy Care Fellowship
 Contractor
 Bobbie Meyer
 Project Director
 Training & Technical Assistance to Pregnancy Care Centers
 Purpose

Women's Health Branch
 OCT 07 2016
 Received

33455
 Contract ID #:
 1600133455
 NCAS #:
\$22,056.56
 Total Expenditure

Contractor match is REQUIRED by this contract:
 (Place an "X" in the appropriate box.)

YES	<input checked="" type="checkbox"/>
NO	<input type="checkbox"/>

Item Description	Item Number	Contractor Amount	DHHS Amount
Salary/Fringe			\$2,442.95
Staff Development			
Supplies & Materials - Other			
Equipment (IT)			\$282.71
Equipment (Office)			\$340.05
Travel			
M/C - Advertising			\$1,010.81
M/C - Promotional Items			
M/C - Websites & Materials			
Dues & Subscriptions			\$37.00
Operational Other - Insurance & Bonding			\$378.00
Subcontracts and Grants			
Utilities - Telephone			
Utilities - Internet			\$115.03
Sub-Contractors (Pregnancy Centers)			\$37.00
			\$17,413.01
Subtotal			
THIS SECTION FOR DPH USE ONLY:			
Company 2B01		\$0.00	\$22,056.56
Account	Center		
536G02	13A1-5832-AR		

As chief executive officer or designee of the contracting organization, I hereby certify that the units billed to DHHS on this public payment voucher have been delivered in accordance with the conditions of the contract, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

As chief executive officer or designee of the recipient organization, I hereby certify that the cost or units billed for reimbursement on the above Request for Reimbursement were incurred and delivered according to the provisions of the assistance agreement. I further certify that any required matching expenditures have been incurred, and that to the best of my knowledge and belief we have complied with all laws, regulations and contractual provisions that are conditions of payment under this contract.

Bobbie Meyer, State Director
 Authorized Contractor Printed Name & Title

[Signature]
 Signature

10/5/16
 Date

Mail to: Appropriate Division Contract Administrator

Phyllis C. Johnson 10/7/16
 DHHS-DPH Contract Administrator Signature & Date

Tonya Daniel
 DHHS-DPH Contract Administrator Printed Name

Belinda Pettiford 10/7/16
 DHHS-DPH Branch Head Signature & Date
Belinda Pettiford
 DHHS-DPH Branch Head Printed Name

Oct 7, 2016 5:04:21 PM

N23 PS

PO INVOICE MATCHING INFORMATION

PMI

KT FUNCTION: ACTION: HISTORY: 10/07/2016 17:04:18
BROWSE: _

=====

BUY ENTITY	: 2BBS	VENDOR: CAROLINA PREGNANCY CARE FELLOW
PO NO.	: 1600133455	
PO LINE NO.	: 0001	
BLANKET REL. NO.	:	
CURRENCY CODE	:	
PAYMENT BASIS	: SIGNATURE	

	BASE PERMIT TO PAY	INVOICED TO DATE	PERMIT TO PAY
PO HEADER	: 300,000.00	23,144.60	276,855.40
PO HEADER TAX/VAT	: .00	.00	.00
PO HEADER ADDL COST	: .00	.00	.00
BLANKET	:		
BLANKET TAX/VAT	:		
BLANKET ADDL COST	:		
PO LINE	: 300,000.00	23,144.60	276,855.40
PO LINE TAX/VAT	: .00	.00	.00
PO LINE ADDL COST	: .00	.00	.00

MONTHLY FINANCIAL REPORT

CONTRACTOR:
CONTRACT PERIOD:
CONTRACT #:
REPORTING PERIOD:

Carolina Pregnancy Care Fellowship-Contractor
 June 2016 - May 2017
 33455
 September 2016

ACCOUNTS	APPROVED CONTRACT BUDGET (INCLUDES REALIGNMENTS)	*PREVIOUS ACCUMULATED EXPENDITURES	CURRENT MONTH EXPENDITURES	NEW ENDING BALANCE
Salary & Fringe	\$48,942.00			
Staff Development	\$1,013.00	\$8,872.26	\$2,442.95	\$37,626.79
Supplies & Materials-Other	\$10,200.00	\$0.00		\$1,013.00
Equipment - IT	\$2,456.00	\$1,618.14	\$282.71	\$8,299.15
Equipment Office	\$400.00	\$989.99	\$340.05	\$1,125.96
Travel	\$18,140.00	\$0.00		\$400.00
Media/Communication - Advertising	\$6,500.00	\$974.16	\$1,010.81	\$16,155.03
Media/Communication - Websites & Materials	\$444.00	\$500.00		\$6,000.00
Media/Communication - Promotional Items	\$758.00	\$111.00	\$37.00	\$296.00
Dues & Subscriptions	\$877.00	\$0.00		\$758.00
Operational Other Insurance & Bonding	\$1,743.00	\$324.00	\$378.00	\$175.00
Utilities-Telephone	\$1,788.00	\$1,743.00		\$0.00
Utilities - Internet	\$352.00	\$358.90	\$115.03	\$1,314.07
Subcontracts and Grants	\$12,932.00	\$110.01	\$37.00	\$204.99
Subcontracting/Grants (NC Pregnancy Centers)	\$193,455.00	\$1,444.52		\$11,487.48
TOTAL	\$300,000.00	\$26,790.14	\$17,413.01	\$149,251.85
		\$43,836.12	\$22,056.56	\$234,107.32



Women's Health Branch Site Visit Report

Date of Visit: May 18, 2015

Subrecipient Agency: Carolina Pregnancy Care Fellowship (CPCF)

Program(s) Reviewed: Maternal and Child Health contract funds

Agency Staff Present: Bobbie Meyer, Executive Director; Joanie Page, Administrative Assistant

Branch Staff Present: Tonya Daniel, Program Manager

A. Purpose of Visit

Mid-contract assessment: To review status of program deliverables & financial documentation.

B. Programmatic Review (this includes review of client records, if applicable)

1. Findings

- The Carolina Pregnancy Care Fellowship had no major issues regarding meeting program deliverables. As agreed in the contract with Women's Health Branch (WHB), contractor and subcontractor records were kept in an orderly fashion where information requested could be easily located. CPCF provided samples of documents used in corresponding with subcontractor (sample monthly financial report, emails, account summaries.) Documentation of trainings and site visits were also provided. Samples of billboards purchased were reviewed for compliance with contract guidelines. A full report of outcomes will be sent to the WHB Program Manager by June 15th as indicated in the contract agreement.
 - Five trainings in best practices were held. (Six were scheduled, but because they were not required, one was cancelled due to low registration. Alternate onsite trainings were held for those registrants.
- Personnel Policies and Procedures Manual detailing policies and procedures suggested by the WHB team during previous contract period remain in place.

2. Recommendations:

Regarding Subcontractors: Include in the Personnel Policies and Procedures Manual written policy/procedures regarding use & selection of

- A number of the pregnancy resource centers will not fully spend their allotted award. A final number and amount will be submitted to WHB Program manager.
- Time sheets are kept for employees and maintained.
- Mileage was estimated using internet mapping. Per previous site visit recommendation, a log of visits with odometer readings were presented as backup.
- Monthly contract expenditure reports were submitted with necessary documentation by appropriate deadlines. Subcontractors receive monthly financial reports detailing initial funding amount, amount expended, and remaining balance.

2. Recommendations

none

D. Next Steps/Follow-up

Reminders:

- Please be reminded of the Audit Procedures listed below required by NC Grants. All reporting must be submitted to NC Grants through their site, www.ncgrants.gov. Any questions regarding such can be directed to ncgrants@osbm.nc.gov.

The agency has Level 2 status: Receiving at least \$25,000 but less than \$500,000. The following forms need to be completed:

- Certification Form ([.PDF file](#)) ([Word file](#))
- State Grants Compliance Reporting: \geq \$25,000 ([.PDF file](#)) ([Word file](#))
- Program Activities and Accomplishments Report ([.PDF file](#)) ([Word file](#))
- Schedule of Receipts and Expenditures ([.PDF file](#)) ([Word file](#))
- All forms above due within 6 months of organization's year end; submit these to the funding agency only.

Additional details regarding compliance can be found on the NC Grants site: <https://www.ncgrants.gov/NCGrants/PublicReportsRegulations.jsp>

- CPCF will send final report included outcomes of subcontractor agencies by July 15th, 2015.